

To: Deans, Directors and Department Heads

Date: June 30, 2009

RE: Wireless Device Update

We are writing about a recent development that affects the University's plan to address Internal Revenue Service (IRS) concerns regarding University provided wireless devices, (cell phones, BlackBerries and other Smart Phones). On June 16, 2009, IRS Commissioner Doug Shulman had the Internal Revenue Service ask for comments on ways to simplify compliance with IRS Rules related to employer provided cell phones. Shulman, in a prepared statement, said that some people have incorrectly implied that the IRS is "cracking down" on employee use of employer provided cell phones. He explained that the IRS is attempting to simplify the rules. Specifically the IRS has asked for public comment on ways to simplify employee documentation of their use of employer-provided cell phones.

Because the IRS is reviewing how best to simplify compliance with the current law, and has asked Congress for clarification on the tax consequence the University has decided to delay implementation of our previously announced plan to require all employees who use a University issued cell phone to account for every call by recording information about the call. We will keep you apprised of developments in this area.

As a reminder, University issued equipment including cell phones may not be used for personal purposes. If incidental personal use occurs, the individual who is issued the cell phone must reimburse the University for the usage.

Sincerely,

Peter Nicholls, Provost and Executive Vice President for Academic Affairs
Barry Feldman, Vice President and Chief Operating Officer
Richard Gray, Vice President and Chief Financial Officer