

State and Local

Campus mail

A&M service handles millions of letters each year

By MOLLY PEPPER
Reporter

While not as large as the federal postal service, Texas A&M's University Mail Service handles approximately seven million pieces of mail a year, the third largest volume nationwide, according to a survey.

The University Postal Service receives mail from the U.S. Post Office for distribution to the different departments on campus.

Standard delivery and pick up is provided to all departments twice a day and to some selected administrative departments three times a day.

The system has nine mail carriers who begin their two pick up and delivery runs at 8 a.m. and 1 p.m.

Mail collected from department offices is brought back to the office, sorted and sent out on the next run, so there is never more than a one day wait for mail delivered from one department to another.

The system functions efficiently, says manager John Stanislaw. He says the workers are dedicated to the service they're providing and understand the importance of it.

"We're good at getting our customers the best service for the best price," Stanislaw says.

Because about three of the nine mail carriers are students, the system has a complete work force for the heavy mail delivery of the fall and spring semesters and a diminished one during slow times such as the summer and Christmas break.

This makes employment by the service cost efficient, Stanislaw says.

The service has several people who are well versed in postal discounts, which saves money for the service and those who use it, he says.

For instance, most departments and student organizations are allowed to use non-profit bulk rates to send large mail outs.

The service has been computerized with state-of-the-art equipment which allows it to run as efficiently as possible, Stanislaw says.

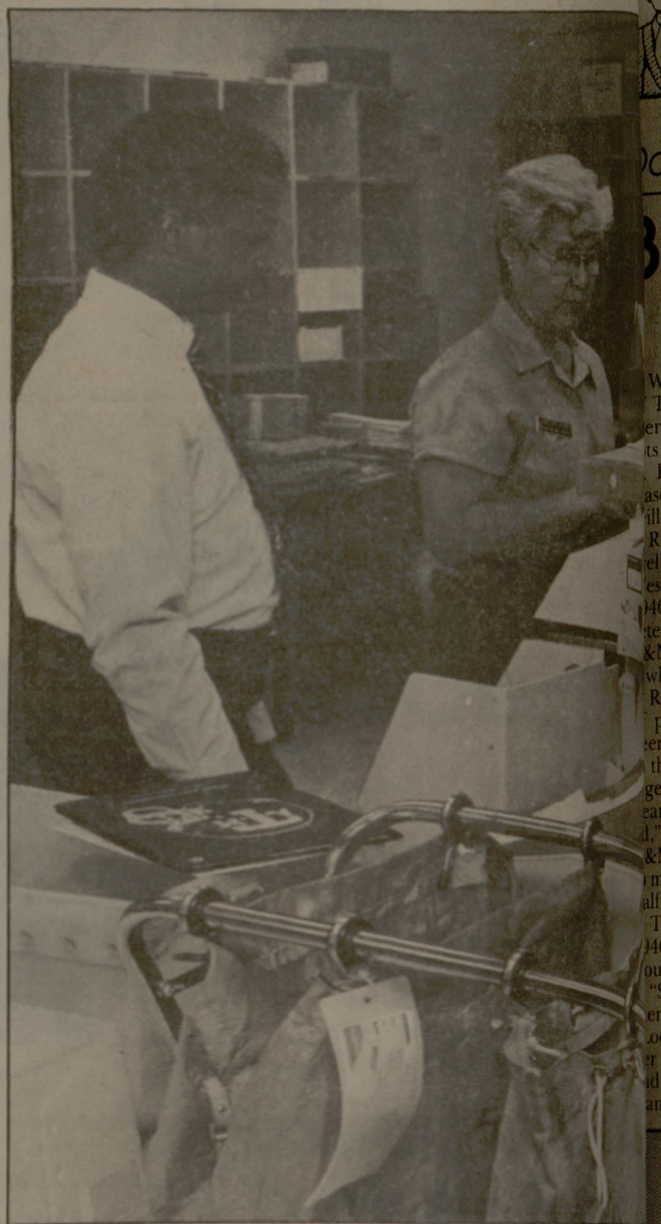
For instance, he says they have a mailing machine which cuts down on time and a computerized scale which saves money by classifying the exact amount of postage needed.

The service is beginning a new system called First Class Pre-Sort which Stanislaw says probably will be the final frontier in mailing efficiency.

He says the system will be starting in the next few weeks and could save the University thousands of dollars.

The new system will allow letters to be sent for 18 cents instead of 22 because the University system will sort and send the letters instead of sending them to the U.S. Post Office to be sorted and sent.

Stanislaw says that the A&M postal service always looks good in



Mary Jane Garcia, A&M mail service leader, uses computer mail-processing equipment to stamp mail at the University Mail Service.

efficiency surveys. He added that one of the main reasons it's so efficient is because it's large.

"We're big," he said, "but it's no good to be big unless you're good." Since the postal reorganization in the 1960s, all new universities have been required to have their own postal systems. Few universities still have the U.S. Postal Service delivering their mail.

A&M has a larger volume of mail entering and leaving campus than most universities because of the agricultural and engineering experimentation stations and extension services,

and other groups on campus that send large mail outs.

The university sends about 15 percent of its mail through the University, such as the golf course.

One problem with the system is that students living on campus receive letters from friends and relatives with the 7841 ZIP code since it is listed at the same time as the campus ZIP code.

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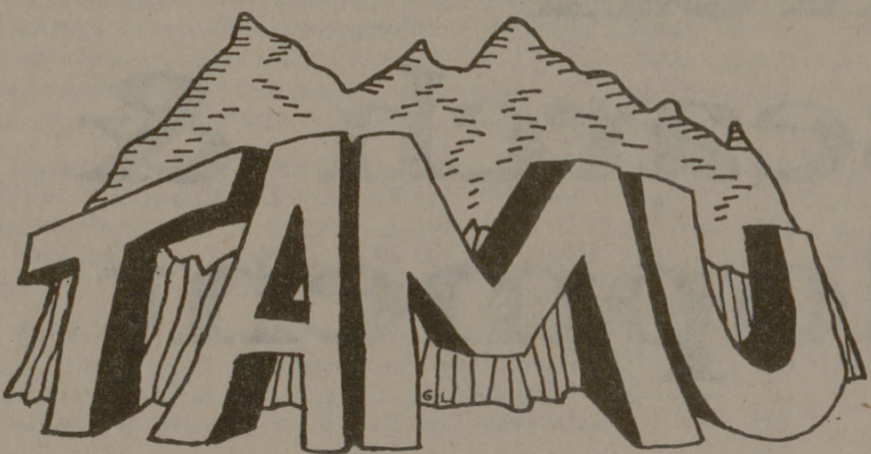
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