

**AUSTIN PEAY STATE UNIVERSITY  
POLICIES AND PROCEDURES MANUAL**

Policy Number: 1:004	Supersedes Policy Number: 1:004
Date: September 13, 2005	Dated: September 15, 2004
Subject: Organization for Finance and Administration	Mandatory Review Date: September 13, 2010
Initiating Authority: Vice President for Finance and Administration	TBR Policy/Guideline Reference:
Approved:	President: Signature on File

Finance and Administration is organized under the Vice President for Finance and Administration who is directly responsible to the President. The following offices are responsible to the Vice President for Finance and Administration.

Assistant Vice President for Finance and Administration

Account Services

Auxiliary Support Services

Purchasing

Budget

Human Resources & Affirmative Action

Information Technology

Physical Plant

Public Safety

University Facilities

Departments or units under these offices have a director or supervisor who is responsible for the immediate operations of the department or unit.

The accompanying organizational chart displays the responsibility distribution for Finance and Administration.