

## Finance & Accounting Policies: Status as of 9/22/22

Policy	Update	Next Step
- Donation of Gifts	David needs to update	
- Records Retention	Need to create standard policy for entire college – not just Finance & Accounting	
- Investing College Funds	Updated format for policy	Need to take to BOT in Oct 2022
- Debt Policy	Updated format for policy	Need to take to BOT in Oct 2022
- Bidding/Purchasing	Procedure only	
- Travel/Professional Development Approval & Expense Reimbursement		Procedures don't need BOT approval
- Asset Inventory & Capitalization thresholds	Created policy based on combination of various existing procedure documents & general discussion – Sherry to review	Need to take to BOT in Oct 2022
- Tuition Rates	Updated Finance guidelines into new BOT policy template forms & linked tuition rate policy to Student Residency Policy revised	Need to take tuition rate, waiver, & refund policies to BOT for review & approval in Oct 2022 (assume that they already approved in the past, but can't confirm)
- Tuition Waivers		
- Tuition Refunds		