


AUSTIN PEAY STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL

POLICY NO.: I:01:03 DATE: October 1, 1981
 SUPERSEDES POLICY NO.: I:01:03 DATED: January 20, 1980
 SUBJECT: Distribution of Policies and Procedures Manual and of Subsequent
 Policies and Policy Revisions
 APPROVED: Robert O. Riggs, President 

General

Distribution of the Manual and subsequent distribution of materials pertaining thereto will be to selected University officials. It shall be the responsibility of these officials to see that all individuals under their purview or within their office complex are acquainted with the existence and location of the Manual. Further responsibility shall include duplication and distribution of individual policies to persons who are directly affected but who are not receiving the Manual. For the convenience of those desiring to duplicate copies of a policy, the Office of Institutional Research will maintain a file of policy masters (on white paper) for loan purposes.

Distribution

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 Vice President for Academic Affairs
 Vice President for Administration and Development
 Vice President for Student Affairs
 Business Manager
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 Dean of College of Arts and Sciences
 Dean of College of Business and Professional Programs
 Dean of College of Education and Human Services
 Dean of the Graduate School, Research, and Special Programs
 Dean of Students
 SDIP Coordinator
 Administrative Assistant to the President
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 Director of Athletics
 Director of Computer Center
 Director of Continuing Education and Community Services
 Director of Counseling Center
 Director of Physical Plant
 Director of Financial Aid
 Director of Fort Campbell Center
 Director of Information Systems

Director of Institutional Research
Director of Intramural Recreation
Director of the Library
Director of Personnel/Affirmative Action
Director of Public Information
Director of Public Safety
Director of Budgeting
Director of University/School Relations
Director of University Center
Veteran Affairs Coordinator
Head Basketball Coach
Head Football Coach
Internal Auditor
Deputy Director, Custodial Services
Deputy Director, Maintenance

Chairmen

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Agriculture
Biology
Chemistry
Economics, Finance, and Quantitative Methods
Education
Fine Arts
Geography
Geology
Health and Physical Education
History
Industrial Technology
Languages and Literature
Management, Marketing, and General Business
Mathematics and Computer Science
Military Science
Music
Nursing
Office Administration and Business Education
Philosophy
Physics
Political Science
Psychology
Sociology
Speech Communication and Theatre

President of Faculty Senate
President of Student Government Association
Chairperson of University Assembly