


AUSTIN PEAY STATE UNIVERSITY  
POLICIES AND PROCEDURES MANUAL

POLICY NO.: IV:01:05 DATE: October 1, 1981  
SUPERSEDES POLICY NO.: IV:01:05 DATED: April 3, 1978  
SUBJECT: Contracts and Agreements Requiring Presidential Approval  
APPROVED: Robert O. Riggs, President 

General

All contracts and agreements (including lease agreements) requiring Presidential approval shall be forwarded to the Business Manager for review before submission for Presidential approval. The Business Manager will review each contract and agreement to ensure concurrence with State Board of Regents Policy No. 1:03:02:10, "Policy on Approval of Agreements."

The Business Manager will forward contracts and agreements complying with the State Board of Regents policy to the President with recommendations concerning approval. Contracts and agreements not meeting the requirements of the State Board of Regents policy will be returned to the initiator for revision and resubmission to the Business Manager.

Limitations

Applications for external grants and acceptance of external grants shall be subject to PPM No. IV:05:01. "Preparation of Grant Proposals for Submission to Agencies External to the University."