


AUSTIN PEAY STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL

Policy Number: 1:007	Supersedes Policy Number: VII:01:01
Date: August 1, 1986	Dated: May 21, 1984
Subject: Organization for Executive Assistant to the President	
Initiating Authority: Executive Assistant to the President	SBR Policy/Guideline Reference:
Approved:  President	

The Executive Assistant to the President is responsible directly to the President of the University. The following functions are responsible to the Executive Assistant to the President:

- External Grants
- Institutional Research
- Long Range Planning
- Management by Objectives
- Management Information System
- Space Utilization
- Other Responsibilities Assigned by the President