

Petty Cash Funds

The Vice President for Business Services is authorized to establish petty cash funds up to the limit allowed by law. The Vice President for Business Services is required to list expenditures made from these funds and make the listing available for review by the Board Finance Committee and the Board as a whole when requested to do so. The internal management control of these funds rests with the Vice President for Business Services. The use of any petty cash funds should be reviewed and approved at the beginning of each fiscal year by the Vice President for Business Services.