

**Austin Peay State  
University**

## **Expenditures on University-owned President's Residence**

### **POLICIES**

**Issued:**

**Responsible Official:** Vice President for Finance and Administration

**Responsible Office:** Physical Plant and Business Office

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#### **Policy Statement**

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It is the policy of Austin Peay State University that the University will furnish the President with a University-owned residence in recognition of the role the President must play in official entertainment and other official functions in this residence.

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#### **Purpose**

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The purpose of this policy is to establish the operational guidelines for expenditures on the University-owned president's residence.

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#### **Procedures**

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#### **Expenditure Guidelines**

- A. Expenditures are required to furnish, maintain, repair, renovate, and operate the residence. The following policy applies to expenditures on the residence:
1. The University will pay all utility bills for the residence. The University will pay for any perimeter security system the President elects to have installed at the residence, whether or not the system ties to University Police.
  2. The University will pay for repairs and maintenance to keep these buildings in an acceptable state of repair and operation.
  3. The University will fund approved major renovations and expansions of the residence.
  4. The University will purchase and/or replace furniture and furnishings used in public and/or official entertainment areas in the residence. The President will provide furniture used in private or family areas. Carpets or rugs and wall and window coverings will be purchased through normal purchasing procedures and will be in a

- cost range in keeping with the high quality of the residence and for long wear and service.
5. The President will be expected to purchase any furniture or furnishings used for personal convenience and may take these furnishings when he/she or his/her heirs leave the residence.
  6. The University will provide the necessary grounds keeping, security, and custodial personnel to maintain the grounds and residence at an acceptable level of cleanliness, security/safety, and attractiveness along with required cleaning and grounds keeping supplies and equipment. The University shall be responsible for all pest control in and around the residence.
  7. The President is expected to use appropriate judgment and discretion in expenditures for operation, maintenance, repairs, and furnishings.
  8. The residence is a family home for the President and the authorities granted herein shall also apply to the members of the household of the President. The President may elect to have pets in the home, at the President's sole discretion.

**Revision Dates**

APSU Policy 4:034 – Rev.:  
 APSU Policy 4:034 – Rev.: March 24, 2020  
 APSU Policy 4:034 – Issued: January 12, 2017

**Subject Areas:**

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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**Approved**

President: signature on file