

Fiscal Responsibility Highlights

- Every university employee has a responsibility to ensure that the university's funds are used to advance the mission of the university and the academic needs of the students.
- Individuals have the responsibility of ensuring that all authorizations or expenditures comply with university expenditure policies as well as with any sponsoring agency or donor restrictions and applicable policies.
- A good rule of thumb is to always consider the appropriateness of the expenditure. Should the expense be paid from public funds?
- Fiscal controls must include a system of supervisor checks and balances at all levels of the organization for all expenditures. The reviewing of the monthly account statements and payroll reports for accuracy is one example of a check and balance. The Accounting Services Department is always available for consultation.