
Effective: 7/1/2003

ASU COM Manual Revision Notice

Policy	Summary of Changes
<p><u>COM 101</u></p> <p>Financial Services Mission and Organization</p>	<p>Revision of Policy</p> <p>Revised to update “Administrative Services” to “Administration and Finance”</p>
<p><u>COM 301-01</u></p> <p>Deposits—General Policy</p>	<p>Revision of Policy</p> <p>Revised to expand check deposit procedures for checks made payable to ASU financially related organizations but belonging to ASU</p>
<p><u>COM 301-02</u></p> <p>Deposits—ASU-Approved Financially Related Organizations</p>	<p>Revision of Policy</p> <p>Revised to expand check deposit procedures for checks made payable to ASU financially related organizations but belonging to ASU</p>
<p><u>COM 303</u></p> <p>Gift Deposits</p>	<p>Revision of Policy</p> <p>Revised to clarify IRS regulations</p>
<p><u>COM 307</u></p> <p>Departmental Cash and Check Receipting</p>	<p>Revision of Policy</p> <p>Revised to update “comptroller” to “associate vice president for Finance and treasurer”</p>
<p><u>COM 401-03</u></p> <p>Prohibited Transactions</p>	<p>Revision of Policy</p> <p>Revised to expand the prohibited transactions list to include on-campus parking charges incurred by ASU employees not conducting business at another ASU campus</p>
<p><u>COM 421-01</u></p> <p>Guest Lecturers, Consultants,</p>	<p>Revision of Policy</p> <p>Revised to update a mail code</p>

and Other Independent Contractors	
<u>COM 425-04</u> Nonresident Alien Independent Contractors	Revision of Policy Revised to update a mail code
<u>COM 702</u> Scheduled Internal Audits	Revision of Policy Revised to update “Comptroller/Treasurer” to “Associate Vice President for Finance and Treasurer,” “Office of the Vice Provost for Administrative Services” to “Office of the Executive Vice President for Administration and Finance,” and the “ASU Internal Audit and Management Service (IAMS) Schedule of Audit Participants”
COM 101, 403	Revision of Policies Revised to update “associate comptroller” to “associate director”
COM 105, 111, 121, 202, 205-01, 205-02, 213, 307, 401-03, 407, 420-05	Revision of Policies Revised to update “comptroller and treasurer” to “associate vice president for Finance and treasurer”
COM 112, 205-01, 213, 701, 702, 703	Revision of Policies Revised to update “vice provost for Administrative Services” to “executive vice president for Administration and Finance”
COM 125, 420-05, 509	Revision of Policies Revised to update “assistant comptroller” to “assistant director”
COM 205-01, 701, 702, 703	Revision of Policies Revised to update “Office of the Vice Provost for Administrative Services” to “Office of the Executive Vice President for Administration and Finance”
COM 701, 703	Revision of Policies Revised to update “assistant vice provost for Administrative Services” to “associate vice president for Administration and

Finance”

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