

BURSAR

IMPREST FUND - STATE APPROPRIATIONS

660.01

Imprest Fund - State Appropriations Receipts and Disbursement Accounts and Monthly Reconciliations - Account #0-13105

Dates: 1977 -
Volume: 7½ Cu. Ft.
Annual Accumulation: ¾ Cu. Ft.
Arrangement: Chronological

This record series consists of accounting entries, statements, and reconciliations reflecting disbursements and receipts for the University Account #0-13105. Specific documents/forms include copies of vouchers, requisitions, monthly reconciliations and cash disbursement reports with receipts from cash collections.

Application 87-66, item 370.01, is superseded to reflect a change in the administrative jurisdiction of the record series, from the Vice Chancellor for Administration to the Vice Chancellor for Student Affairs and Enrollment Management. No other revision of the previously approved disposition is proposed.)

Recommendation: Retain in office for six (6 years, then dispose of provided all audits have been completed under the supervision of the Auditor General, if necessary, and no litigation is pending or anticipated. (Any record series microforms produced are to be maintained and disposed of in office upon discretion of the agency.)