

Guide to Administrative Policy Numbering

The Administrative Policy Manual Numbering System consists of a two letter Division code, followed by a two digit classification number, and concluding with a three digit policy number. For example, AA.01.001.

- AA - Academic Affairs
 - 01 - Academic Affairs General
 - 02 - Academic Resources
 - 03 - Advising
 - 04 - Assessment
 - 05 - Dean's Office
 - 06 - Extended Education
 - 07 - Faculty Affairs
 - 08 - Faculty Development
 - 09 - Institutional Research
 - 10 - Library
 - 11 - Research and Sponsored Programs
- CM - Communication & Marketing
 - 01 - Media Relations
 - 02 - University Publications
 - 03 - External Communications & Promotional Materials
 - 04 - Internal Communications
 - 05 - Printing Copy Services
 - 06 - Design/Art Services
- FA - Finance and Administration
 - 01 - Finance General
 - 02 - Accounting
 - 03 - Auxiliary Organizations
 - 04 - Budget
 - 05 - Grants & Contracts
 - 06 - Student Accounting
 - 30 - Environment, Health & Safety
 - 31 - Human Resources
 - 32 - Risk Management
 - 40 - Buildings & Grounds
 - 41 - Construction
 - 42 - Contract Administration
 - 43 - Fleet Administration
 - 44 - Mail Services
 - 45 - Planning
 - 46 - Plant Operations
 - 47 - Warehouse, Shipping & Receiving
 - 60 - Procurement
 - 61 - Support Services

- 80 - Emergency Operations
 - 81 - Transportation & Parking Services
 - 82 - Police Department
 - 83 - Facilities
 - FA.31.011 - Policy on Campus Violence
- IT - Information Technology
 - 01 - Information Management
 - 02 - Technology Infrastructure
 - 03 - Technology Use
- OP - Office of the President
 - 01 - Campus-Wide Policies
- SA - Student Affairs
 - 01 - Office of the Vice President
 - 02 - Admissions
 - 03 - Alcohol and Drugs
 - 04 - Athletics
 - 05 - Budget
 - 06 - Career Services
 - 07 - Communication
 - 08 - Disability Accommodations
 - 09 - Facilities
 - 10 - Financial Aid
 - 11 - Judicial Affairs
 - 12 - Orientation
 - 13 - Outreach
 - 14 - Personal Counseling
 - 15 - Personnel
 - 16 - Records
 - 17 - Recreation
 - 18 - Student Activities
 - 19 - Student Health
 - 20 - Student Housing
 - 21 - Student Organizations
- UA - University Advancement
 - 01 - Annual Fund
 - 02 - Acceptance, Recoding and Acknowledgement of Gifts
 - 03 - Donor Recognition
 - 04 - Grants
 - 05 - Events
 - 06 - Endowment
 - 07 - Prospect Research
 - 08 - Coordination of Development Activities
 - 09 - Ethics
 - 10 - Planned Giving
 - 11 - Alumni & Friends
 - 12 - Community Relations

- 13 - Government Relations