

JAN 3 1 1991

WESTERN KENTUCKY UNIVERSITY

Board of Regents

755 KAR 1:060. Fund for excellence.

RELATES TO: KRS 164.410 and KRS 164A.620

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provision of KRS 164A.620 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents, under the provisions of KRS 164A.560, elects and authorizes the establishment of a Fund for Excellence under the conditions and for the purpose as set forth in KRS 164A.620.

DATE _____

MR. JOSEPH IRACANE
CHAIRMAN, BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

A. FRANKLIN BERRY, JR.
UNIVERSITY ATTORNEY
WESTERN KENTUCKY UNIVERSITY

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PUBLIC HEARING: A public hearing on this administrative regulation shall be held on _____, _____, at _____ at Western Kentucky Univesity. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
ADministrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, Kentucky 42101

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR 1:060 Agency Contact: Dr. Paul Cook
(502)745-2434
 Agency: Western Kentucky University

- (1) Type and number of entities affected:
 Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. The original entity affected was the University.
- (a) Direct and indirect costs or savings to those affected:
1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
- (b) Reporting and paperwork requirements: None.
- (2) Effects on the promulgating administrative body:
- (a) Direct and indirect costs or savings:
1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs: None.
- (b) Reporting and paperwork requirements: None.
- (3) Assessment of anticipated effect on state and local revenues: None.
- (4) Assessment of alternative methods; reasons why alternatives were rejected: This is the only alternative permitted by KRS 164A.
- (5) Identify any statute, administrative regulation, or government policy which may be in conflict, overlapping, or duplication: None.
- (a) Necessity of proposed regulation if in

conflict: None.

(b) If in conflict, was effort made to harmonize the proposed administrative regulation with conflicting provision:

- (6) Any additional information or comments: The purpose of this regulation is to codify the elective provisions of KRS 164A which the University has previously internally authorized and is currently following. This internally authorized regulation implemented new statutory delegation of certain financial management functions from the Executive Branch (Finance and Administration Cabinet) to the University for the purpose of increasing efficiency and accountability.

TIERING: Was tiering applied? Yes___ No___
If no, explain why tiering was not applied.
Tiering was not applied because the University has uniform standards.

WESTERN KENTUCKY UNIVERSITY

Board of Regents

755 KAR 1:030. Annual Audit.

RELATES TO: KRS 164A.570

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provision of KRS 164A.570 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents elects to engage a qualified firm of certified public accountants for the purpose of submitting an independent opinion concerning the internal accounting controls and compliance with the provisions of KRS 164A.560, 164A.565, 164A.575, and 164A.620. The engagement of the qualified firm, scope of the audit, and report of findings shall be in accordance with the provisions of KRS 164A.570.

DATE _____

 MR. JOSEPH IRACANE
 CHAIRMAN, BOARD OF REGENTS
 WESTERN KENTUCKY UNIVERSITY

 A. FRANKLIN BERRY, JR.
 UNIVERSITY ATTORNEY
 WESTERN KENTUCKY UNIVERSITY

KAR 1.030
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PUBLIC HEARING: A public hearing on this administrative regulation shall be held on _____, _____, at _____ at Western Kentucky University. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
Administrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, Kentucky 42101

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR 1:030 Agency Contact: Dr. Paul Cook
(502) 745-2434
 Agency: Western Kentucky University

- (1) Type and number of entities affected:
 Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. The original entities affected were:
- Western Kentucky University
 Finance and Administration Cabinet
 Auditor of Public Accounts
- (a) Direct and indirect costs or savings to those affected:
1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
- (b) Reporting and paperwork requirements: Filing copies of the audit reports.
- (2) Effects on the promulgating administrative body:
- (a) Direct and indirect costs or savings:
1. First year: The internal authorization of this regulation resulted in no significant increase in the cost of the audit for compliance testing. The actual codification of the regulation will not affect costs or savings.
 2. Continuing costs or savings: Same as above.
 3. Additional factors increasing or decreasing costs: None.
- (b) Reporting and paperwork requirements: Filing copies of the audit reports.

- (3) Assessment of anticipated effect on state and local revenues: None.
- (4) Assessment of alternative methods; reasons why alternatives were rejected: There are no alternatives as an audit is required by statute, outstanding bond issue trust indentures, and other governing documents with regulations.
- (5) Identify any statute, administrative regulation, or government policy which may be in conflict, overlapping, or duplication: None.
 - (a) Necessity of proposed regulation if in conflict: None.
 - (b) If in conflict, was effort made to harmonize the proposed administrative regulation with conflicting provision:
- (6) Any additional information or comments: The purpose of this regulation is to codify the elective provisions of KRS 164A which the University has previously internally authorized and is currently following. This internally authorized regulation implemented new statutory delegation of certain financial management functions from the Executive Branch (Finance and Administration Cabinet) to the University for the purpose of increasing efficiency and accountability.

TIERING: Was tiering applied? Yes No
 If no, explain why tiering was not applied.
 Tiering was not applied because the University has uniform standards.

WESTERN KENTUCKY UNIVERSITY

Board of Regents

755 KAR 1:040. Purchase - inventories - sales of surplus property procedures.

RELATES TO: KRS 164A.575

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provision of KRS 164A.575 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents, under the provisions of KRS 164A.560, elects to purchase and manage interests in real property, contractual services, rentals of all types, supplies, materials, equipment, printing, and services in accordance with sections (1), (2), (3), (4), (5), (6), (7), (8), (10), (11), and (12) of KRS 164A.575.

DATE _____

MR. JOSEPH IRACANE
CHAIRMAN, BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

A. FRANKLIN BERRY, JR.
UNIVERSITY ATTORNEY
WESTERN KENTUCKY UNIVERSITY

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PUBLIC HEARING: A public hearing on this administrative regulation shall be held on _____, _____, at _____ at Western Kentucky University. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
Administrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, Kentucky 42101

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR 1:040 Agency Contact: Dr. Paul Cook
(502)745-2434
 Agency: Western Kentucky University

- (1) Type and number of entities affected:
 Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. The original entity affected besides the University was the State Purchasing Office.
- (a) Direct and indirect costs or savings to those affected:
1. First year: During the first year in which the University operated under the internally authorized regulation it greatly reduced the number of checks issued, the processing and filing of documents, the computer time involved in processing transactions, and the quantity of the computer reports produced. This reduction of the processing time of transactions facilitated the required payment of vendors' invoices within 30 days of receipt (KRS 45.453). The codification of the regulation will not result in any additional costs or savings.
 2. Continuing costs or savings: Same as above.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
- (b) Reporting and paperwork requirements: None.
- (2) Effects on the promulgating administrative body:
- (a) Direct and indirect costs or savings:
1. First year: The internal authorization of this regulation improved administrative functions through closer, on-site management which allowed for greater control and flexibility.

- 2. Continuing costs or savings: Same as above.
- 3. Additional factors increasing or decreasing costs: None.
- (b) Reporting and paperwork requirements: None.
- (3) Assessment of anticipated effect on state and local revenues: None.
- (4) Assessment of alternative methods; reasons why alternatives were rejected: This is the only alternative permitted by KRS 164A.
- (5) Identify any statute, administrative regulation, or government policy which may be in conflict, overlapping, or duplication: None.
 - (a) Necessity of proposed regulation if in conflict: None.
 - (b) If in conflict, was effort made to harmonize the proposed administrative regulation with conflicting provision:
- (6) Any additional information or comments: The purpose of this regulation is to codify the elective provisions of KRS 164A which the University has previously internally authorized and is currently following. This internally authorized regulation implemented new statutory delegation of certain financial management functions from the Executive Branch (Finance and Administration Cabinet) to the University for the purpose of increasing efficiency and accountability.

TIERING: Was tiering applied? Yes___ No___
 If no, explain why tiering was not applied.
 Tiering was not applied because the University has uniform standards.

WESTERN KENTUCKY UNIVERSITY

Board of Regents

KAR 1:050. Issuance of bonds.

RELATES TO: KRS 164A.605

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provision of KRS 164A.605 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents, under the provision of KRS 164A.560, elects the authority to issue bonds subject to the conditions as set forth in KRS 164A.605.

DATE _____

MR. JOSEPH IRACANE
CHAIRMAN, BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

A. FRANKLIN BERRY, JR.
UNIVERSITY ATTORNEY
WESTERN KENTUCKY UNIVERSITY

KAR 1:050
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PUBLIC HEARING: A public hearing on this administrative regulation shall be held on _____, _____, at Western Kentucky University. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
Administrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, Kentucky 42101

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR 1:050 Agency Contact: Dr. Paul Cook
(502)745-2434
 Agency: Western Kentucky University

- (1) Type and number of entities affected:
 Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. The original entities affected were:
- Western Kentucky University
 State Property and Building Commission
 Finance and Administration Cabinet
- (a) Direct and indirect costs or savings to those affected:
1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
- (b) Reporting and paperwork requirements: The codification of this regulation will not change the authorized internal regulation in effect requiring approval of the State Property and Building Commission and the Board of Regents.
- (2) Effects on the promulgating administrative body:
- (a) Direct and indirect costs or savings:
1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs: None.
- (b) Reporting and paperwork requirements: The codification of this regulation will not change the authorized internal regulation in effect requiring approval of the State

Property and Building Commission and the Board of Regents.

- (3) Assessment of anticipated effect on state and local revenues: None.
- (4) Assessment of alternative methods; reasons why alternatives were rejected: There are no alternatives.
- (5) Identify any statute, administrative regulation, or government policy which may be in conflict, overlapping, or duplication: None.
- (a) Necessity of proposed regulation if any in conflict: None.
- (b) If in conflict, was effort made to harmonize the proposed administrative regulation with conflicting provision:
- (6) Any additional information or comments: The purpose of this regulation is to codify the elective provisions of KRS 164A which the University has previously internally authorized and is currently following. This internally authorized regulation implemented new statutory delegation of certain financial management functions from the Executive Branch (Finance and Administration Cabinet) to the University for the purpose of increasing efficiency and accountability.

TIERING: Was tiering applied? Yes___ No___
 If no, explain why tiering was not applied.
 Tiering was not applied because the University has uniform standards.

WESTERN KENTUCKY UNIVERSITY

Board of Regents

755 KAR 1:010. Acquisition and disbursement of funds,
accounting system - records and annual
report.

RELATES TO: KRS 164A.560 and 164A.565

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provisions of KRS 164A.560 and KRS 164A.565 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents elects to perform the financial management functions set forth in KRS 164A.560, Section 2, related to the receipt, deposit, collection, retention, investment, disbursement and accounting of all funds; and KRS 164A.565 related to the installation of an accrual basis accounting system, other records and annual reports.

Section 2. The Western Kentucky University Board of Regents elects to comply with KRS 164A.560 Section (2)(b) to limit disbursements to the accounts and for the purposes for which the state appropriations, or other monies have been received for through the enacting resolution of the

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institution's annual operating budget.

Section 3. The Western Kentucky University Board of Regents shall use an accrual basis accounting system and fund structure that conforms with generally accepted accounting principles and procedures established for colleges and universities by the National Association of College and University Business Officers and the American Institute of Certified Public Accountants, and shall act to ensure further compliance with sections (2), (3), (6), (7), and (8) of KRS 164A.565.

DATE _____

MR. JOSEPH IRACANE
CHAIRMAN, BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

A. FRANKLIN BERRY, JR.
UNIVERSITY ATTORNEY
WESTERN KENTUCKY UNIVERSITY

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PUBLIC HEARING: A public hearing on this administrative regulation shall be on _____, _____, at _____ at Western Kentucky University. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
Administrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, KY 42101

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR1:010 Agency Contact: Dr. Paul Cook
(502) 745-2434
 Agency: Western Kentucky University

- (1) Type and number on entities affected:
 Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. The original entities affected were:

Western Kentucky University
 Treasury Department
 Division of Accounts
 State Computer Services
 Vendors and others doing business with
 the University

- (a) Direct and indirect costs or savings to those affected:
1. First year: During the first year in which the University operated under the internally authorized regulation it greatly reduced the number of checks issued, the processing and filing of documents, the computer time involved in processing transactions, and the quantity of computer reports produced. The codification of the regulation will not result in any additional savings.
 2. Continuing costs or savings: Same as above.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
- (b) Reporting and paperwork requirements: The internal authorization of this regulation resulted in fewer layers of the decision-making process.
- (2) Effects on the promulgating administrative body: The internal authorization of this regulation resulted in fewer layers of the decision-making

process.

(a) Direct and indirect costs or savings:

1. First year: the first year of internal authorization of this regulation resulted in more processing of transactions with less paper work. The actual codification of the regulation will not affect costs or savings.
2. Continuing costs or savings: Same as above.
3. Additional factors increasing or decreasing costs. None.

(b) Reporting and paperwork requirements: The internal authorization of this regulation resulted in a significant decrease in the paperwork processed in Frankfort with increased accountability at the University level.

(3) Assessment of anticipated effect on state and local revenues: None.

(4) Assessment of alternative methods; reasons why alternatives were rejected: This is the only alternative permitted by KRS 164A.

(5) Identify any statute, administrative regulation, or government policy which may be in conflict, overlapping, or duplication: None.

(a) Necessity of proposed regulation if in conflict: None.

(b) If in conflict, was effort made to harmonize the proposed administrative regulation with conflicting provision:

(6) Any additional information or comments: The purpose of this regulation is to codify the elective provisions of KRS 164A which the University has previously internally authorized and is currently following. This internally authorized regulation implemented new statutory delegation of certain financial management functions from the Executive Branch (Finance and Administration Cabinet) to the University for the purpose of increasing efficiency and accountability.

TIERING; Was tiering applied? Yes No
If no, explain why tiering was not applied. Tiering was
not applied because the University has uniform
standards.

WESTERN KENTUCKY UNIVERSITY

Board of Regents

KAR 1:020. Delegation of financial management responsibility.

RELATES TO: KRS 164A.560, 164A.565, 164A.575, and 164A.620

STATUTORY AUTHORITY: KRS 164A.560

NECESSITY AND FUNCTION: The governing boards of the public institutions of higher education may elect to perform the financial management functions of KRS 164A.555 to KRS 164A.630 by issuing regulations to do so. This regulation implements the provision of KRS 164A.560 at Western Kentucky University.

Section 1. The Western Kentucky University Board of Regents, under the provision of KRS 164A.560, elects to delegate responsibility for the financial management provisions of KRS 164A.560, 164A.565, 164A.575 and 164A.620 to the President of the University. Further, the Board of Regents delegates to the President responsibility for submitting to the state property and buildings commission information and request for approval of any bond project approved by the Board of Regents.

KAR 1.020
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DATE _____

MR. JOSEPH IRACANE
CHAIRMAN, BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

A. FRANKLIN BERRY, JR
UNIVERSITY ATTORNEY
WESTERN KENTUCKY UNIVERSITY

PUBLIC HEARING: A public hearing on this administrative regulation shall be held on _____, _____, at _____ at Western Kentucky University. Individuals interested in attending this hearing shall notify this agency in writing by _____, _____, five days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled.

This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made.

If you do not wish to attend the public hearing, you may submit written comments on the proposed administrative regulation.

Send written notification of intent to attend the public hearing or written comments on the proposed administrative regulation to:

Dr. Paul B. Cook
Executive Vice President for
Administrative Affairs
Western Kentucky University
109 Wetherby Administration Bldg.
Bowling Green, KY 42101

JAN 31 1991

REGULATORY IMPACT ANALYSIS

Reg. No. 755 KAR 1:020

Agency Contact: Dr. Paul Cook
(502) 745-2434

Agency: Western Kentucky University

- (1) Type and number of entities affected:
Since the University internally enacted this regulation in 1982 and given that the purpose of this regulation is only to codify the elective provisions of KRS 164A, there are no new entities which will be affected. In addition, the only entity originally affected was the University.
 - (a) Direct and indirect costs or savings to those affected:
 1. First year: None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs (note any effects upon competition): None.
 - (b) Reporting and paperwork requirements: None.
- (2) Effects on the promulgating administrative body:
 - (a) Direct and indirect costs or savings:
 1. First year. None.
 2. Continuing costs or savings: None.
 3. Additional factors increasing or decreasing costs: None.
 - (b) Reporting and paperwork requirements: The codification of this regulation will not change the internally authorized regulation requiring the official delegation of authority.
- (3) Assessment of anticipated effect on state and local revenues: None.
- (4) Assessment of alternative methods; reasons why alternatives were rejected: This is the only alternative permitted by KRS 164A.