



Minnesota State Colleges and Universities Board Policies Chapter 7 – General Finance Provisions

7.5 Financial Institutions and Investments

Part 1. Authority Statement. It is the policy of the Board of Trustees that each university and college president shall maintain an effective program of cash management and follow the legal requirements regarding depositories and collateral requirements.

Part 2. General Responsibilities. All financial institutions and investments shall be conducted in accordance with the provisions of Minnesota Statutes, Board policy, and system procedures. The Board of Trustees expects that community relationships will be balanced against efficient financial institution administration.

Subpart A. Financial Institution Practices. All office of the chancellor, college or university funds must be deposited for safe keeping in financial institutions selected in accordance with provisions of Minnesota Statutes or invested as specified by Minnesota Statutes.

Documentation specifying staff authorized to sign checks or initiate funds movements, or changes thereto, for all financial institution accounts, pooled investments accounts, or money market funds shall be approved by the chancellor for the office of the chancellor and by the president for a college or university. Depository financial institutions selected shall furnish adequate collateral to assure safety of these funds in accordance with provisions of Minnesota Statutes.

As permitted by statutes and system procedures, interest received on local institutional funds may be credited to appropriate accounts.

Subpart B. Investments. Local institutional funds shall be invested in funds authorized by Minnesota Statutes and in a manner consistent with system procedures and guidelines.

Subpart C. Safekeeping. All monies received by the office of the chancellor, college or university shall be deposited daily, unless such receipts are less than \$250 in which event deposits may be deferred until they total such sum.

Part 3. Accountability/Reporting. The Board of Trustees will be periodically updated on financial institutions and investment management on an exception reporting basis and advised of any recommended policy changes.

Date of Implementation: 06/21/00

Date of Adoption: 06/21/00

Date and Subject of Revision:

06/18/03 – changes “system office” to “office of the chancellor; in Part 3 changed updates to “an exception reporting basis”

06/21/00 - Contains and amends language formerly in Board policy 7.1, Part 2, Subpart B, External bank accounts.