

**SUMMARY OF UPDATES TO
FINANCE and INFORMATION TECHNOLOGY POLICIES**

To Live

FINANCE POLICIES		
#	Policy Name	Key Changes
301	Signing Authority	Changes to reflect current signatories titles
302	Rental Deposits	No changes
303	Financial Delegation of Authority for Purchasing	- Changes to reflect current signatory title - Changes to chart: added authorized approval for operating expenses over \$300K to align with Policy# 301
304	Facility Fee Surcharge	No changes
305	At Risk Presentations	Changes to reflect current title
306	US Cash Exchange	No changes
307	Travel and Expenses	No changes
308	Petty Cash	No changes
309	Capital Assets	No changes
310	Records Retention Schedule	No changes
311	Expense Reimbursement	No changes
312	Unredeemed Vouchers	No changes
313	Procurement	No changes
314	Credit Cards	No changes
315	Donation	No changes
316	Publishing CEO Expenses	No changes
317	Drop Safe Procedures	No changes
318	Cash Handling Guidelines	No changes
319	Corporate Sponsorship	No changes
320	Naming Rights	No changes
321	Facility Fee Reserve Fund	No changes
322	Programming Reserve Fund	No changes
323	Direct Deposit	No changes

INFORMATION TECHNOLOGY POLICIES

#	Policy Name	Key Changes
501	Security Awareness	No changes
502	Personal Passwords	Changes to Password Requirements section: • Clause #1 – to meet baseline compliance, the restriction on reusing previous passwords was increased from 5 to 14 • Clause #5 & Clause #7 - new Clauses to the policy
503	Personal Computers	No changes
504	Mobile Device Management	Clause#5- added: “including BYOD” Clause#6 - new Clause #15 - removed reference to the version release number TLS (1.2)
505	Credential Management	No changes
506	Access Management	No changes
507	Critical Infrastructure	No changes
508	Vulnerability Management	No changes
509	Cloud Security	No changes
510	Electronic Monitoring	No changes
511	Artificial Intelligence	New Policy