



Policy

6100 Delegation of Authority, Business and Fiscal Affairs

The Board delegates to the Chancellor the authority to supervise the general business procedures of the District to assure the proper administration of property and contracts; the budget, audit and accounting of funds; the acquisition of supplies, equipment and property; and the protection of assets and persons. All transactions shall comply with applicable laws and regulations, and with the California Community Colleges Budget and Accounting Manual.

The Chancellor shall make appropriate periodic reports to the Board and shall keep the Board fully advised regarding the financial status of the District.

References:

Education Code Sections [70902\(d\)](#), [81655](#), and [81656](#)

Adopted: June 28, 2004

Revision Adopted: February 11, 2009, August 10, 2016

Last Reviewed: August 10, 2016

Administrative Procedure

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The Executive Vice Chancellor is delegated authority from the Chancellor to supervise budget preparation and management, oversee fiscal management of the District, and contract for, purchase, sell, lease, or license real and personal property, in accordance with Board policy and law. Responsibility for the development of internal policies and procedures consistent with the provision of this regulation remains with the Executive Vice Chancellor. This delegated authority is subject to the condition that certain of these transactions be submitted to the Chancellor for review and approval from time to time as determined by the Chancellor.

When transactions do not exceed the dollar limits established in the Public Contracts Code, the Education Code or other laws pertaining to the taking of competitive bids, the Executive Vice Chancellor or designee may contract for goods, services, equipment and rental of facilities so long as the transactions comply with law and any limitations or requirements set forth therein. Furthermore, the Executive Vice Chancellor or designee may amend the terms and conditions of any contractual arrangement so long as the total expenditure of funds and period of contract do not exceed the limitations set forth in applicable law or regulation.

References:

Education Code Sections [70902\(d\)](#), [81644](#), [81655](#), and [81656](#); Public Contract Code Sections [20651](#), [20658](#), and [20659](#)

Procedure Last Revised: August 10, 2016

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