



**Chaffey
Community
College District**

5885 Haven Avenue
Rancho Cucamonga, CA 91737-3002

**Executive Expectations
Policy Category 3
Chapter 6: Business/Fiscal Affairs**

Delegation of Authority

Date: 2/5/02 **Section** 6.1

Revised: 9/26/02 **Page** 1 of 1

6.1 DELEGATION OF AUTHORITY

[Education Code Sections 70902(d); 81655, 81656]

- A. The board delegates to the superintendent/president 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.
- B. No contract shall constitute an enforceable obligation against the district until it has been approved or ratified by the Board. Contracts of \$50,000 or more will be approved by the Governing Board. Contracts of less than \$50,000 will be presented in a monthly agenda item for ratification by the Governing Board.
- C. The superintendent/president shall make appropriate periodic reports to the Board and shall keep the Board informed of relevant issues.

6.1.1 Authorized Signature [Education Code Sections 85232, 85233]

The Governing Board on recommendation of the superintendent/president at the beginning of each fiscal year shall approve a listing of designated employees whose signature is approved for essential district business for the fiscal year.