December 19, 2000

VICE CHANCELLOR DESROCHERS

Re: Delegation of Authority

Dear Lindsay,

Effective immediately, as Chancellor and pursuant to authority delegated to me by the President, I delegate to you the following authorities which may be re-delegated by you:

DA#0001  Removal expenses staff personnel, authority to approve
DA#0115  Reimbursement for meals in connection with overtime
DA#0124  Authority to sign documents in connection with use of alcohol
DA#0131  Licenses for radioactive material
DA#0184  Removal expenses – exceptions
DA#0303  Authority to adopt traffic regulations
DA#0342  Payroll deductions for charitable contributions
DA#0397  University purchase of accidental death and dismemberment and total and permanent disability insurance
DA#0483  Release of University surplus property
DA#0554  University approval of liquor licenses for campus facilities
DA#0582  Write off disallowed claims under Federal grants and contracts
DA#0666 Expendeditures against firm commitments under contracts and grants

DA#0707 To make applications for allocation of electric power from Federal power systems

DA#0782 To file actions in small claims courts

DA#0822 Exception to use of vacation during Christmas/New Year closing

DA#0856 Agreements pertaining to purchase of utilities commodities, and services

DA#0864 Policy to permit use of the University’s name

DA#0865 Policy to permit use of the unofficial seal

DA#0882 Approval of individual exceptions regarding premium overtime

DA#0886 Exceptions to Staff Personnel Policy 305.33 and 305.34, salary adjustment upon demotion or downward reclassification

DA#1002 Approval of appointments beyond the applicable retirement age and limitation on compensation upon appointment following retirement

DA#1038 Construction Contracts

DA#1040 Bonding requirements for construction contracts

DA#1058 Execution of agreements

DA#1064 Third-party agreements, University vanpool programs

DA#1095 Use of commercial credit cards

DA#1097 Claims against debtors in bankruptcy and against estates

DA#2007 To write off bad debts

DA#2016 Administration of University of California Housing Facilities
DA#2053  Liability statement, Transportation Research Board/National Research Council

DA#2054  Settlement of claims

DA#2055  Declaration of official intent to reimburse capital expenditures from proceeds of indebtedness

DA#2068  Uniform replacement allowances (Staff Policy 35)

DA#2070  Exceptions to Staff Policy 30.L, restrictions (additional compensation)

DA#2073  Exceptions to Staff Policy 40.D.2, compensation for holiday work

DA#2074  Ancillary pay practices

DA#2075  Classification authority for Professional/Support staff positions and Manager/Senior professional positions

DA#2076  Fair Labor Standards Act (FLSA) exemption status

DA#2085  Establishment of a catastrophic leave sharing program

DA#2087  Appointment, promotions, dismissals, and compensation of certain staff personnel

DA#2096  Execution of certifications of application for Hazard Mitigation Grant Program (HMGP)

DA#2100  Execution of purchase contracts, subcontracts, and standard purchase orders for materials, goods and services to be supplied to the University

DA#2106  To enter into written agreements with local law enforcement agencies consistent with California Education Code Section 67381

DA#2107  Approval of waiver of subrogation rights, National Aeronautic and Space Administration

DA#2116  Negotiation, approval, and execution of Campus-related real property rental agreements
DA#2117  Negotiation, approval, and execution of real property easements and rights of way

DA#2118  Negotiation, approval, and execution of licenses for use of real property

Effective immediately as Chancellor and pursuant to authority delegated to me by the President, I delegate to you the following authorities which may not be re-delegated by you:

DA#0777  Policy regarding employee-vendor relationships

Exceptions to reimbursement rates for Official Entertainment
   Issued in Business and Finance Bulletin (BFB) BUS-79

Exceptions to travel expenses
   Issued in BFB G28

Approval and exceptions to policy on employee non-cash awards
   Issued in BFB G41

Exception to policy on gifts presented to non-employees on behalf of the University
   Issued in BFB G42

Execute Independent Consultant Agreements –BFB BUS 34
   Authority to act as the Program Review Official by approving the purpose and contents of the independent consulting agreements by signing the agreements and any amendments. The Chancellor should also appoint a Responsible Administrative Official to have the administrative responsibility for establish and implement procedures necessary to fulfill the requirements of BFB 34 in securing the services of independent consultants.

/ Carol Tomlinson-Keasey
Chancellor

cc: Sr. Vice President Mullinix
Special Assistant Gardner