

Rancho Santiago Community College District
ADMINISTRATIVE REGULATION
Chapter 6
Business and Fiscal Affairs

AR 6100 Delegation of Authority, Business and Fiscal Affairs

Reference(s):

Education Code Sections 70902(d), 81644, 81655, and 81656
Public Contract Code Sections 20651, 20658, and 20659

The Vice Chancellor, Business Services 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 Vice Chancellor, Business Services. 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 Vice Chancellor, Business Services 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 Vice Chancellor, Business Services 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.

No employee of the District, member of the Board, or other agent of the District, is authorized to enter into oral or written agreements on behalf of the District. If an individual representing the District is alleged to have made an oral or written agreement involving the District, that agreement will be without force and will not be recognized as a valid agreement by the District. Discussion concerning agreement terms must be in writing and presented for approval by the Board of Trustees.

Responsible Manager: Vice Chancellor, Business Services

Adopted: November 2, 2015
Revised: May 6, 2024