VICE CHANCELLOR – ADMINISTRATION & FINANCE

RE: Delegations of Authority held by the former Vice Chancellor – Administration position

This is to confirm that all Presidential delegations of authority (listed below) formerly held by the Vice Chancellor – Administration position, are now re-delegated to the position of Vice Chancellor – Administration & Finance, effective immediately.

DA 0124 Authority to sign Documents in Connection with use of Alcohol
DA 0303 Authority to Adopt Traffic Regulations
DA 0342 Payroll Deductions for Charitable Contributions
DA 0349 Health Service Fees for Summer Session Students
DA 0415 Found and Unclaimed Property
DA 0447 Minimum Benefit Criteria for Health Insurance Coverage of Foreign Students
DA 0483 Release of University Surplus Property
DA 0554 University Approval of Liquor Licenses for Campus Facilities
DA 0782 To File Actions in Small Claims Court
DA 0828 Classification Authority for Staff Personnel Positions (Pending Union Negotiations)
DA 0864 Policy to Permit Use of the University's Name
DA 0865 Policy to Permit Use of the Unofficial Seal
DA 0881 Salary Advances to newly Employed Aliens
DA 0882 Approval of Individual Exceptions Regarding Premium Overtime
DA 0886 Demotion or Downward Reclassification, Exceptions to Adjustment Upon
✓ DA 1058 Execution of Agreements
DA 1064 Third Party Agreements, University Vanpool Programs
DA 1084 Compensation for Administrative and Professional Staff (A&PS) Health Care Titles
DA 1097 Claims against Debtors in Bankruptcy and against Estates ·
DA 2027 Authorization to Implement Revised UC Relocation Regulations
DA 2055 Declaration of Official Intent to Reimburse Capital Expenditures from Proceeds of Indebtedness
DA 2068 Uniform Replacement Allowances (Staff policy 35)
DA 2069 Reduced Fee Enrollments – Exceptions to Staff Policy 51
DA 2070 Exceptions to Staff Policy 301, Restrictions (Additional Compensation)
DA 2071 Compensation for Overtime, Exceptions to Staff policy 32.C
DA 2073 Compensation for Holiday Work, Exceptions to Staff Policy 40.D.2
DA 2074 Ancillary Pay Practices
DA 2075 Classification Authority for Professionals/ Support Staff and Manager/ Senior Professional Positions
DA 2076 Fair Labor Standards Act (FLSA) Exemption Status
DA 2085 Establishment of Catastrophic Leave Sharing Program
DA 2096 Execution of Certifications of Application for Hazard Mitigation Grant Program (HGMP)
DA 2100 Execution of Purchase Contract, 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 2196 To Write Off Bad Debts
DA 2222 To Approve Settlements of Claims and Separation Agreements With a Value of $100,000 or Less and Voluntary Separation Program Agreements of Less Than $50,000
DA 2229 Transfer of Funds for Minor Capital Improvement Projects
DA 2230 Amendments to the Capital Improvement Program for Non-State Funded Minor Capital Improvement Projects with a Total Project Cost Not to Exceed $750,000, for Non-State-Funded Major Capital Improvements with a Total Project Cost Not to Exceed $5,000,000

Any re-delegation of the above authorities shall be in writing, with a copy to the Campus Delegations of Authority Coordinator. Please contact Campus DA Coordinator Cindy Major, Chancellor's Communications and Resource Center, @ 2-3115 or cmajor@berkeley.edu with any concerns you may have regarding these delegations of authority.

Yours sincerely,

Robert J. Birgeneau

cc: Associate Chancellor B. FitzPatrick
    Associate Chancellor I. Williams
    Chief Campus Counsel C. Patti
    Director – Audit & Advisory Services W. Riley
    Campus Delegations Coordinator C. Major
March 1, 2006

Assistant Controller and Acting Associate Vice Chancellor
J. Ellis, Financial Operations
Associate Vice Chancellor R. Coley, BAS
Business Contracts Administrator B. Donohue, Business Contracts Office
Chief of Police and Executive Director V. Harrison, Public Safety
and Transportation
Director F. Fields, Business Services
Director M. Rubinshteyn, OMMT
✓ Strategic Sourcing Manager D. Kolsom, Purchasing Operations

RE: Delegations of Authority and Business & Finance Bulletins assigned to your Campus Position

This letter is to confirm that all Delegations of Authority and Business & Finance Bulletins delegations currently assigned to your campus positions will remain in effect with the merging of the two campus units – Business and Administrative Services (BAS) and Budget & Finance.

Please contact Campus DA coordinator Cindy Major, Chancellor’s Communications and Resource Center, @ 2-3115 or cmajor@berkeley.edu with any concerns you may have regarding these delegations of authority.

Yours sincerely,

Nathan Brostrom
Vice Chancellor-Administration

cc: Coordinator-Campus Delegations C. Major
Executive Officer & Chief of Staff Emily Sexton
RE: Delegations of Authority held by the former Vice Chancellor positions of Business and Administration and of Budget and Finance

With the merging of the administrative offices and reporting units of the VC - Business and Administrative Services and the VC - Budget & Finance into the new office of VC - Administration, I redelegate to you in your position as Vice Chancellor - Administration, these Delegations of Authorities:

DA 0124  Authority to sign Documents in Connection with use of Alcohol
DA 0303  Authority to Adopt Traffic Regulations
DA 0342  Payroll Deductions for Charitable Contributions
DA 0349  Health Service Fees for Summer Session Students
DA 0415  Found and Unclaimed Property
DA 0447  Minimum Benefit Criteria for Health Insurance Coverage of Foreign Students
DA 0483  Release of University Surplus Property
DA 0554  University Approval of Liquor Licenses for Campus Facilities
DA 0782  To File Actions in Small Claims Court
DA 0864  Policy to Permit Use of the University's Name
DA 0865  Policy to Permit Use of the Unofficial Seal
DA 0877  Exception to Location Control Point Restriction
DA 0881  Salary Advances to newly Employed Aliens
DA 0882 Approval of Individual Exceptions Regarding Premium Overtime
DA 0886 Demotion or Downward Reclassification, Exceptions to Adjustment Upon
**DA 1058 Execution of Agreements**
DA 1064 Third Party Agreements, University Vanpool Programs
DA 1084 Compensation for Administrative and Professional Staff (A&PS) Health Care Titles
DA 1097 Claims against Debtors in Bankruptcy and against Estates
DA 2007 To Write Off Bad Debts
DA 2027 Authorization to Implement Revised UC Relocation Regulations
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 2069 Reduced Fee Enrollments – Exceptions to Staff Policy 51
DA 2070 Exceptions to Staff Policy 30.L, Restrictions (Additional Compensation)
DA 2071 Compensation for Overtime, Exceptions to Staff policy 32.C
DA 2073 Compensation for Holiday Work, Exceptions to Staff Policy 40.D.2
DA 2074 Ancillary Pay Practices
DA 2075 Classification Authority for Professionals/ Support Staff and Manager/ Senior Professional Positions
DA 2076 Fair Labor Standards Act (FLSA) Exemption Status
DA 2085 Establishment of Catastrophic Leave Sharing Program
DA 2096 Execution of Certifications of Application for Hazard Mitigation Grant Program (HGMP)
DA 2100 Execution of Purchase Contract, 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 2125 Transfers of Funds for Minor Capital Improvement Projects
These authorizations are effective immediately. Any redelegation of authority shall be in writing, with a copy to the Campus Delegations of Authority Coordinator who will distribute copies to the appropriate Office of the President administrators. Please contact Campus DA Coordinator Cindy Major, Chancellor’s Communications and Resource Center, @ 2-3115 or cmajor@berkeley.edu with any concerns you may have regarding these delegations of authority.

Yours sincerely,

Robert J. Birgeneau

cc: Senior Vice President J. Mullinix
    General Counsel J. Holst
    Coordinator—Universitywide Policies N. Capell
    Associate Chancellor J. Cummins
    Campus Delegations Coordinator C. Major