

January 23, 2003

Associate Vice Chancellor Ron Coley, Business and Administrative Services  
Director-Financial Planning & Budget Anita Gardyne  
Executive Director Steve Gladstone  
Chief of Police and Executive Director Vicky Harrison, Public Safety and Transportation  
Director Irene Hegarty, Community Relations  
Assistant Vice Chancellor Steve Lustig, University Health and Counseling Services  
Assistant Vice Chancellor David Moers, Human Resources  
Director Stephanie Siri, Audit and Advisory Services  
Assistant to the Vice Chancellor Bud Travers, Resource Development  
Director Margo Wesley, Staff Ombuds

Re: Redelegation of Authority to Approve Payment for Memberships in Organizations

Dear Colleagues:

I am re-delegating to each of you, effective immediately, the authority to approve memberships in organizations that promote the advancement of education and research, enhance the professional standing of administrative personnel, and facilitate favorable community relations if the memberships will be used primarily for business purposes and the organization does not have discriminatory membership policies or practices. Each of you will be responsible for ensuring that the memberships you approve comply with the requirements of Business and Finance Bulletin G-43, "Policy on University Membership in Organizations" (<http://www.ucop.edu/ucophome/policies/bfb/g43.h5ml>) as revised on August 24, 2001. Memberships in social organizations and your own membership reimbursement requests will still need to be approved by me.

This authority may not be further re-delegated.

Sincerely,



Horace Mitchell  
Vice Chancellor—Business and  
Administrative Services

Cc: Manager Susan Combs ✓  
Executive Officer Emily Sexton  
Chief Technology Officer Tessa Michaels