

November 13, 2003

BARBARA VANCLEAVE SMITH  
Director, Controls & Accountability

RE: Risk Management Delegations of Authority

Effective November 13, 2003 I am re-delegating to you the following campus Risk Management responsibilities:

BUS-1: Fine Arts Insurance Program – signature authority for claim settlements up to \$50,000

BUS-9: Professional Medical and Hospital Liability Self-Insurance Program – signature authority for malpractice coverage letters and for claim settlements up to \$50,000

BUS 28: Property Self-Insurance Program – signature authority for claim settlements up to \$20,000

BUS 39: Loss of or Damage to Property of Individuals – responsibility for evaluating the validity of personal property claims

BUS 63: Insurance Requirements/Certificates of Insurance – signature authority for Certificates of Insurance, evidence of insurance letters, and authority to change insurance limits on contracts

BUS 69: Vehicle Physical Damage Self-Insurance Program – signature authority for claim settlements

BUS 75: General Liability, Automobile Liability, and Employment Practices Liability Self-Insurance Program – signature authority for claim settlements up to \$50,000

Please inform me in writing if you are re-delegating any of these authorizations.



John Ellis  
Assistant Controller

cc: Vice Chancellor-Budget and Finance James A. Hyatt

*Scombs*  
*AJ 11/21/03*