February 1, 2011

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 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 1090 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 30.1, Restrictions (Additional Compensation)
Compensation for Overtime, Exceptions to Staff policy 32.C.
Compensation for Holiday Work, Exceptions to Staff Policy 40.D.2
Ancillary Pay Practices
Classification Authority for Professionals/Support Staff and Manager/Senior Professional Positions
Fair Labor Standards Act (FLSA) Exemption Status
Establishment of Catastrophic Leave Sharing Program
Execution of Certifications of Application for Hazard Mitigation Grant Program (HCMP)
Execution of Purchase Contract, Subcontracts, and Standard Purchase Orders for Materials, Goods and Services to be Supplied to the University
To Enter into Written Agreements with Local Law Enforcement Agencies Consistent with California Education Code Section 67381
To Write Off Bad Debts
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
Transfer of Funds for Minor Capital Improvement Projects
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 L. Williams
    Chief Campus Counsel C. Patti
    Director - Audit & Advisory Services W. Riley
    Campus Delegations Coordinator C. Major
Delegation of Authority--Claims Against Debtors in Bankruptcy and Against Estates

Section 100.4(bb) of the Standing Orders of The Regents provides as follows:

100.4 Duties of the President of the University.

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(bb) The President is authorized to execute on behalf of the Corporation claims against debtors in bankruptcy, in receivership or in liquidation, and against estates of deceased persons.

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Effective immediately in their areas of responsibility, Chancellors, the Provost and Senior Vice President--Academic Affairs; and the Senior Vice President--Business and Finance are delegated the authority granted to the President to execute the claims specified above.

Any redelegation of this authority shall be in writing with copies to the Special Assistant--Coordination & Review. This delegation supersedes the March 12, 1980 delegation of authority to Vice President Swain on this same subject (DA 0647).

J. W. Peltason

cc: Laboratory Directors
    Members, President's Cabinet
    Assistant Vice President--Student Academic Services
    Special Assistant--Coordination & Review
    Principal Officers of The Regents
DELEGATION OF AUTHORITY

Title: Claims Against Debtors in Bankruptcy and Against Estates

Source of Delegation: Peltason letter of 8/18/93

Effective date of Delegation: Immediately