

## UNIVERSITY OF CALIFORNIA, BERKELEY

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SANTA BARBARA • SANTA CRUZ

OFFICE OF THE CHANCELLOR  
200 CALIFORNIA HALL #1500

BERKELEY, CA 94720-1500

March 1, 2006

## ASSOCIATE VICE CHANCELLOR – HEALTH &amp; HUMAN SERVICES

Steve Lustig

**RE: Delegations of Authority and Business & Finance Bulletins held by former Assistant Vice Chancellor positions– Human Resources and University Health & Counseling Services**

Effective March 1, 2006, the Delegations of Authority and Business & Finance Bulletins that were held by the Assistant Vice Chancellor – Human Resources and the Assistant Vice Chancellor – University Health & Counseling Services, are redelegated to the position of Associate Vice Chancellor – Health and Human Services. The delegations for the new position are as follows:

DA 0447	Minimum Benefit Criteria for Health Insurance Coverage of Foreign Students
DA 0828	Classification Authority for Staff Personnel Positions (Pending Union Negotiations)
DA 0882	Approval of Individual Exceptions
DA 0886	Demotion or Downward Reclassification; Exceptions to Adjustment Upon
DA 1084	Compensation for Administrative and Professional Staff (A&PS) Health Care Titles
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 Professional/ Support Staff & Manager/ Senior Professional Positions
DA 2076	Fair Labor Standards Act (FLSA) Exemption Status
DA 2085	Establishment of Catastrophic Leave Sharing Program
BUS-73	Workers' Compensation Self-Insurance Program
BUS-77	Independent Contractor Guidelines

These delegations of authority are effective immediately. Any redelegation 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 and campus administrators. Please contact Campus DA Coordinator Cindy Major, Chancellor's Communications and Resource Center, @ 2-3115 or [cmajor@berkeley.edu](mailto:cmajor@berkeley.edu) with any concerns you may have regarding these delegations of authority.

Yours sincerely,



Nathan Brostrom  
Vice Chancellor – Administration

Attachments

cc: Senior VP-Business & Finance, J. Mullinix  
Associate VP-Human Resources and Benefits, J. Boyette  
Assistant VP-Employee and Labor Relations, L. Levin  
Coordinator-Universitywide Policies, N. Capell  
Secretary of the Regents, L. Trivette  
General Counsel, J. Holst  
Treasurer of the Regents and VP for Investments, D. Russ  
Associate Chancellor J. Cummins  
Coordinator - Campus Delegations, C. Major

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ROBERT J. BIRGENEAU  
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March 1, 2006

VICE CHANCELLOR - ADMINISTRATION  
Nathan Brostrom

**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](mailto: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

DA 2071  
7/29/96

DELEGATION OF AUTHORITY

Title: Exceptions to Staff Policy 32.C - Compensation for Overtime

Source of Delegation: Atkinson Letter of July 29, 1996

Effective Date: Effective Immediately. Supersedes DA 0936 dated 7/31/87



OFFICE OF THE PRESIDENT

300 Lakeside Drive  
Oakland, California 94612-3550  
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July 29, 1996

**CHANCELLORS****Delegation of Authority--Exceptions to Staff Policy 32.C--Compensation for Overtime**


Staff Policy 32.C defines the standard workweek and provides that only time actually worked shall be counted in determining premium overtime. For persons in the following classes, effective immediately, you are authorized to grant exceptions to that policy in order that both paid holiday leave and paid vacation leave may be counted as time worked for the purposes of calculating premium overtime for persons with assigned work schedules of 40 hours in one workweek:

Administrative Nurse I - Supervisor (9124)  
Clinical Nurse III - Supervisor (9128)  
Clinical Nurse II - Supervisor (9129)  
Administrative Nurse II (9133)  
Senior Nurse Anesthetist - Supervisor (9145)

If a nurse works on an observed holiday, only the time actually worked shall be counted as time worked for the compensation of premium overtime; the pay for the holiday cannot also be counted as time worked.

This delegation supersedes Delegation of Authority 0936, dated July 31, 1987, from President Gardner to the Chancellors. Any redelegation of this authority shall be in writing with copies to the Assistant Vice President--Human Resources and the Special Assistant--Coordination & Review.

Sincerely,



Richard C. Atkinson  
President

cc: Members, President's Cabinet  
• Assistant Vice President Levin  
Special Assistant Gardner  
Principal Officers of The Regents