

AP 6150 Designation of Authorized Signatures

Reference

Education Code Section 85232; 85233

- 1.0 The Chancellor has appointed the positions below as authorized signers for orders and other transactions.
 - 1.1 For Checks, Contract Agreements of \$5,000 or less (excluding grant agreements), Short-term Facility Use Agreements, and Tax Forms:
 - 1.1.1 Chancellor
 - 1.1.2 Vice Chancellors
 - 1.1.3 College Presidents
 - 1.1.4 Provost
 - 1.1.5 Vice President, Administrative Services
 - 1.1.6 Director, Fiscal Affairs
 - 1.1.7 Director, Budget & Finance
 - 1.1.8 Manager, Administrative Services
 - 1.1.9 Manager, Campus Accounting
 - 1.2 For Checks and Tax Forms:
 - 1.2.1 Manager, Campus Accounting
 - 1.3 For Tax Forms, County Transactions, excluding checks:
 - 1.3.1 Director, Fiscal Affairs
 - 1.3.2 Manager, Fiscal Affairs
 - 1.3.3 Manager, Payroll
 - 1.4 For Health Services Agreements:
 - 1.4.1 Chancellor
 - 1.4.2 Vice Chancellor, Finance & Facilities
 - 1.5 For Purchase of Supplies, Materials, Apparatus, Equipment, and Services not to

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exceed the amounts specified by the Public Contract Code Section 20651 (\$87,800 adjusted annually). Construction services not to exceed the amount specified by Contract Code 22030 (\$175,000 CUPCCAA (California Uniform Public Construction Cost Accounting Act) adopted by the Board on 10/08/13).

1.5.1 Chancellor

1.5.2 Vice Chancellor, Finance & Facilities

1.5.3 Director, Purchasing

2.0 For banking and investment accounts, other authorized signers will be submitted to the Board for approval annually or as needed.

Date of Adoption: February 12, 2002

Date of Last Revision: April 25, 2016 District Consultation Council
August 25, 2014 District Consultation Council
February 25, 2013 District Consultation Council
February 22, 2010 Chancellor's Cabinet
December 13, 2004