

POLICY 12: DELEGATION OF CONTRACT EXECUTION AUTHORITY

The board of trustees retains all legal authority to approve contracts and agreements on behalf of the college district.

The board delegates authority to execute contracts, following board approval where required, as follows:

1. The president is authorized to execute contracts and agreements necessary for the operation of the college consistent with board policy, the adopted budget and applicable law. The president signs all contracts with a value of \$25,000 or more.
2. The vice president of academics or the chief financial officer (CFO) is authorized to sign all contracts less than \$25,000.
3. The board chair is authorized to execute contracts approved by formal board action. In the absence of the chair, the vice chair may execute such contracts.
4. No employee or trustee has authority to bind the college except as expressly provided by board policy or board resolution.

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