May 18, 2009

Use of University Vehicles

Mike Delo
Director, Transportation and Parking Services

The Chancellor delegated to me, as Vice Chancellor Finance & Business Operations, the responsibility for “determining, authorizing and controlling official use (of university vehicles)” as outlined in BUS-46, Use of University Vehicles. With this letter, I hereby redelegate to you, as the Director of Transportation and Parking Services, the authority to approve the following special policy exceptions per the guidelines provided in BUS-46.

- Assigning vehicles to campus departments on a long-term basis when this arrangement meets department needs more efficiently and economically than any alternative (Section III.D.5).
- Approving special cases in which departmental vehicles are not required to adhere to normal campus vehicle maintenance schedules, particularly in regard to vehicles in use at field offices or other remote locations (Section III.D.6).
- Permanently assigning specialized vehicles (i.e., mobile clinics, fire apparatus, waste collection vehicles, fork lifts, tractors, etc.) to the particular departments that use them (Section III.D.7).

This delegation of authority is effective immediately, supersedes any previous delegation on the subject and may not be redelegated further.

Gretchen Bolar
Vice Chancellor Finance & Business Operations

cc: Internal Audit Department
    Chancellor
    Coordinator – Universitywide Policies