April 29, 1993

TO: VINCE DEL PIZZO  
Campus Activities

FROM: LOUIS J. LEO  
Vice Chancellor--Student Services

RE: Contract Authority

This is to redelegate authority to you to execute agreements for concerts, lectures, film rentals and other cultural events within Student Services. Regardless of the Student Services department involved (Campus Activities, ASUCR, etc.), any formal contract should be reviewed and initiated by you. Work with the OPUS General Counsel and UCR Risk Management as needed.

LJL:pc
Attachments: - April 13, 1993 Orbach Delegation  
- December 30, 1991 Gardner Delegation  
cc: Chancellor Orbach (w/o Attachments)  
Interim Vice Chancellor Webster  
UCR Administrative Budget Office  
UC General Counsel  
UC Regents Secretary  
UC Sr. Vice President - Administration  
UC Special Assistant - Coordination & Review  
UCR Student Services Directors
April 13, 1993

Louis J. Leo
Vice Chancellor -- Student Services

In a letter dated December 30, 1991, the President delegated to Chancellors the authority to negotiate and execute various agreements required with outside organizations, agencies, and individuals to implement approved programs and activities, whether the University is the supplier or recipient of the service or goods covered by the agreement (DA 1058).

With this letter, I hereby redelegate this authority to you, as Vice Chancellor -- Student Services, for agreements for concerts, lectures, rental of films, and various theatrical or musical productions.

Any redelegation of this authority shall be in writing with a copy to the Senior Vice President -- Administration, the Special Assistant -- Coordination & Review, the General Counsel of The Regents, the Secretary of The Regents, the UCR Chancellor, and the UCR Administrative Budget Office.

Please note that the authority provided by this delegation is broad and should be exercised with discretion. A copy of the December 30, 1991 letter (DA 1058) is attached for your information.

Raymond L. Orbach
Chancellor

Attachment: December 30, 1991 Delegation From the President to Chancellors (DA 1058)

/ga vw3\doa\da1058
cc Senior Vice President -- Administration (w/out attachment)
   Special Assistant -- Coordination & Review (w/out attachment)
   General Counsel of The Regents (w/o attachment)
   Secretary of The Regents (w/o attachment)
   UCR Administrative Budget Office (w/o attachment)
December 30, 1991

CHANCELLORS
SENIOR VICE PRESIDENT--ADMINISTRATION
VICE PRESIDENT--AGRICULTURE AND NATURAL RESOURCES

Delegation of Authority--Execution of Agreements

The authority granted to the President under Section 100.4(dd) of the Standing Orders of The Regents is delegated to you, within your areas of jurisdiction, as it pertains to the execution of the various service agreements required with outside organizations, agencies, and individuals to implement approved programs and activities, whether the University is the supplier or recipient of the service covered by the agreement. Within the scope of this delegation, you are authorized to negotiate and execute all such agreements except those which contain provisions falling within the restrictions and limitations set forth in Standing Order 100.4(dd), or require approval of The Regents because of specific Regental policy, or require approval by the President pursuant to specific memoranda issued from time to time. Notwithstanding Standing Order 100.4(dd)(10), you may execute State of California Standard Agreements (Form STD 24) which include an indemnity clause under which the University assumes liability for the conduct of persons other than University personnel.

This delegation is not to be used for transactions which are covered under those authorities delegated in the August 8, 1985, delegation concerning the execution of purchase contracts, subcontracts, and standard purchase orders for goods and services to be supplied to the University (DA 0878); the December 21, 1987, delegation concerning real property rental agreements (leases) (DA 0951); the March 29, 1988, delegation to solicit and accept or execute certain extramural grants and contracts (DA 0957); the December 8, 1986, delegation concerning affiliation agreements with other institutions or hospitals (DA 0916); the March 24, 1986, delegation to solicit and accept gifts (DA 0894); and those delegations established in Business and Finance Bulletins such as BUS-34, Securing the Services of Independent Consultants, or in University policies such as the University of California patent policy or the University copyright policy.

This delegation to negotiate and execute service agreements includes, but is not limited to, the following types of agreements:

- Agreements for concerts, lectures, rental of films, and various theatrical or musical productions.
- Agreements with California schools and/or school districts for teacher training programs.
- Agreements with outside agencies covering the use of facilities and instructors for regular University courses.
- Memoranda of Understanding with counties of the state of California to conduct Cooperative Extension Service educational programs.
- Agreements with outside organizations for employee development assignments.
- Agreements with nonprofit agencies for employment of students under the Work-Study Program.
- Agreements for student health insurance coverage.
- Intercollegiate athletic agreements (except coaching contracts).

All agreements under this delegation must be executed in accordance with the applicable University policies and procedures governing the particular transaction, including, but not limited to, Business and Finance Bulletins, University policies, and relevant guidelines issued by the appropriate functional areas within the University.
Office of the President. All agreements must be approved as to legal form by the General Counsel prior to execution unless previously approved by that office and issued without revision.

The authority provided by this delegation is broad and should be exercised with discretion. Therefore, redelegation should be limited to appropriate levels of authority. Any redelegation shall be in writing, with a copy to the appropriate Vice President, the Special Assistant--Coordination & Review, the General Counsel of The Regents, and the Secretary of The Regents.

This delegation is effective immediately and supersedes President Saxon's April 25, 1980, delegation to Chancellors, the Vice President--Agriculture and University Services, the Executive Assistant to the President, and the Vice President--Financial and Business Management on the same subject (DA 0668).

David Pierpont Gardner

cc: Laboratory Directors
  Members, President's Cabinet
  University Controller
  Special Assistant--Coordination & Review
  Principal Officers of The Regents

1 Form STD 2 is no longer in use.