

March 15, 2016

Vice Chancellor of Business and Administrative Services

Delegation of Authority—To Approve Settlements of Claims and Separation Agreements with a Value of \$100,000 or Less and Voluntary Separation Program Agreements of Less than \$50,000

The [Regents Policy on Settlement of Litigation, Claims, and Separation Agreements](#) authorizes the President to approve claims and separation agreements with a value of \$500,000 or less. As used in this policy, a "claim" is a disputed demand for payment from an entity or individual (including employees) made other than through litigation. A "separation agreement" is an agreement with an employee by which the employee separates from University employment, but which does not involve a claim or litigation. The President delegated to each Chancellor in Presidential Delegation of Authority ([DA 2595, dated March 11, 2016](#)) the authority to:

1. Approve settlements of non-litigated claims and separation agreements with a value of \$100,000 or less, with the exception of separation agreements reached through the Local Voluntary Separation Program.
2. Approve separation agreements reached through the Local Voluntary Separation Program with a value of less than \$50,000.

Effective immediately, I hereby re-delegate to the Vice Chancellor of Business and Administrative Services the aforementioned authority. The requirements and conditions under which this re-delegation of authority is made include:

1. All settlements of litigation and claims and separation agreements for Officers of the University or Officers of the Regents require approval by The Regents.
2. Any settlement or separation agreement of any amount involving significant questions of University policy requires approval by The Regents.
3. Litigated settlements must be reviewed and approved by the Office of General Counsel.
4. As delineated in [Business and Finance Bulletin BUS-81, Insurance Programs](#), workers' compensation related filings and claims are administrative matters. These are separate from the claims addressed in [The Regents' Policies 4105: Policy on Settlement of Litigation, Claims, and Separation Agreements, as amended November 20, 2008](#).
5. Commercial negotiations to adjust amounts payable under a contract are not be treated as claims.
6. A report of settlements and separation agreements involving consideration of \$50,000 or more must be transmitted to the General Counsel through Campus Counsel for required reporting to The Regents. Accordingly, arrangements will be made to forward relevant information to Campus Counsel.
7. Per the [University of California Implementation Guidelines for Local Voluntary Separation Programs \(VSP\), as amended October 10, 2012](#), individual severance VSP payments cannot exceed \$75,000, and any individual payment of \$50,000 to \$75,000 must be approved by the President. A report of VSP agreements must be transmitted to the UCOP Vice President of Human Resources through campus Human Resources.



This delegation is effective immediately and supersedes all previous re-delegations. This authority may not be re-delegated.

Sincerely

A handwritten signature in black ink, appearing to read "Kim A. Wilcox".

Kim A. Wilcox
Chancellor

Cc: UCR Delegations of Authority Coordinator
Vice Chancellor of Business and Administrative Services