



Book	VCCCD Board Policy Manual
Section	Chapter 2 Board of Trustees
Title	BP 2430 Delegation of Authority to Chancellor
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The Board delegates to the Chancellor full authority to operate and control District business consistent with law and California regulations. The Chancellor has the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action. The Governing Board shall not delegate any power that is expressly made non-delegable by statute.

The Chancellor has the authority to supervise the general business procedures of the District to assure the proper administration of property and contracts; the budget, audit and accounting of funds; the acquisition of supplies, equipment, services, and property; and the protection of assets and persons. All transactions shall comply with applicable laws and regulations, and with the California Community Colleges Budget and Accounting Manual.

The Chancellor is authorized to award vendor contracts with the exception of those for legal services, auditors, and irrevocable trust managers. The Chancellor shall seek Board input regarding how to proceed before these services are sought and selected.

No contract shall constitute an enforceable obligation against the District until it has been approved or ratified by the Board. (See Board Policy 6340.) The Chancellor shall make appropriate periodic reports to the Board and shall keep the Board fully advised regarding the financial status of the District.

The Chancellor has the authority to authorize employment, fix job responsibilities, and perform other personnel actions provided that all federal and state laws and regulations, Board policies, and administrative procedures, Personnel Commission Rules and collective bargaining agreements have been followed and these actions are subject to approval by the Board or ratification when necessary.

The Chancellor may delegate any powers and duties entrusted to him or her by the Board including the administration of colleges and centers, but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The Chancellor will ensure that District college presidents have primary authority for institutional quality and provide effective leadership in planning, organizing, budgeting, selecting, and developing employees and assessing campus effectiveness.

The Chancellor shall act as the professional advisor to the Board in policy formation. The Chancellor is empowered to reasonably interpret board policy without Trustee interference. In situations where there is no board policy direction, the

Chancellor shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Chancellor to inform the Board of such action as soon as practicable and to recommend written board policy if one is required.

The Chancellor is expected to perform the duties contained in the Chancellor's job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Chancellor.

The Chancellor serves as the Board's administrative agent for District legal matters. The Chancellor shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.

The Chancellor shall make available any information or give any report requested by a Board majority at a public meeting. Individual Trustee requests for information shall be met if, in the opinion of the Chancellor, they are not unduly burdensome or disruptive to District operations. Information provided to any Trustee shall be provided to all Trustees.

The Board recommends and continues to authorize the Chancellor to take initiative on legislative letters of support, as per the delegated authority of the Chancellor.

No administrative procedure is required.