

**CITRUS COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE SERVICES**

**BP 6100                    DELEGATION OF AUTHORITY, BUSINESS AND FISCAL  
   AFFAIRS**

**References:**                    Education Code Sections 70902(d), 81655, and 81656

The Board of Trustees delegates to the Superintendent/President, or designee, 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, 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.

No contract shall constitute an enforceable obligation against the District until it has been approved or ratified by the Board of Trustees. (See Board Policy 6340 Bids and Contracts)

The Superintendent/President, or designee, shall make appropriate periodic reports to the Board of Trustees and shall keep the Board fully advised regarding the financial status of the District.

See Administrative Procedure 6100 Delegation of Authority, Business and Fiscal Affairs.

Board Approved	07/21/09
Desk Review	02/04/13
Revised	07/18/17
Desk Review	02/28/22