

GRAYS HARBOR COLLEGE
Operational Policy

Subject: BUSINESS FUNCTIONS, DELEGATION OF AUTHORITY Page 1 of 1

Operational Policy Number: 501

Date adopted: 11/18/85 Revised: 1/17/95, 3/15/99

In order to facilitate the day-to-day business functions of the college, the Grays Harbor College Board of Trustees hereby delegates to the president of the college or designees the below listed authorities:

1. To enter into contracts or other agreements which obligate Grays Harbor College for goods or services for the benefit of Grays Harbor College.
2. To make all payments relating to proper obligations of Grays Harbor College.
3. To make payments by check or from imprest funds for any proper obligations of Grays Harbor College.
4. To receive for the benefit of Grays Harbor College any and all payments to which Grays Harbor College is entitled and to accept gifts of money, goods or services for the benefit of the college.
5. To deposit any and all cash receipts received for Grays Harbor College into local financial institutions for the exclusive benefit of Grays Harbor College.
6. To invest and/or liquidate at their discretion and for the exclusive benefit of Grays Harbor College, any surplus funds of the college.
7. To act in our behalf on any and all other matters which concern the business administrative functions of the college insofar as such actions do not conflict with any other policies heretofore or hereafter adopted by this Board.

The above does not delegate to the president or designees the authority to establish the amount of their own salaries nor does it delegate the authority to establish the salary schedule which is to be followed in determining the salaries to be paid to the regular and continuing professional employees of Grays Harbor College for whom that schedule is designed.