



### Operational Policy

Policy Name	Business Functions, Delegation of Authority
Policy Number	501
Date Adopted	11/18/1985
Date(s) Revised or Reviewed	Revised: 1/17/1995, 3/15/1999, 4/24/2020; Reviewed 12/9/2025

### Policy:

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 as per RCW [28B.50.100](#), [28B.50.140](#), [28B.50.142](#) and [28B.50.143](#):

1. To approve the expenditure of all budgeted funds and execute all contracts consistent with the budget adopted by the Board and in compliance with Board rules and all applicable state and federal laws and regulations.
2. 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.
3. To deposit any and all cash receipts received for Grays Harbor College into local financial institutions for the exclusive benefit of Grays Harbor College.
4. To invest and/or liquidate at their discretion and for the exclusive benefit of Grays Harbor College, any surplus funds of the College.
5. 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.