


THE CALIFORNIA STATE COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

July 1, 1970

TO: State College Presidents

FROM: Glenn S. Dumke 
Chancellor

SUBJECT: Delegation of Authority -
Transfer of Budget Allotments -
Executive Order No. 101

I am transmitting to you a copy of Executive Order No. 101 which delegates authority to each State College President to approve Transfer of Budget Allotments subject to certain limitations. It supersedes Executive Order No. 72 dated July 10, 1969.

Please address any questions which you may have regarding interpretation of this Executive Order to the Vice Chancellor, Business Affairs.

HEB:st

Attachment

cc: Vice Presidents for Business Affairs or Administration
Business Managers
Chancellor's Office Staff

L69-481

THE CALIFORNIA STATE COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

July 1, 1970

Delegation of Authority -
Transfer of Budget Allotments
Executive Order No. 101

This Executive Order is issued pursuant to Section 4, subdivision (e), and Section 1 of the Standing Orders of the Board of Trustees of the California State Colleges and supersedes Executive Order No. 72 dated July 10, 1969, relating to a prior delegation.

Effective with the commencement of the 1970/71 Fiscal Year, authority to approve Transfer of Budget Allotments within the support budget category of "Operating Expenses and Equipment" is hereby delegated to each State College President with respect to his particular State College, including the authority to subdelegate to a single fiscal officer designated by him, subject to the following limitations:

1. Transfers may be approved between line items within a major budgetary function with the exception of any transfers to or from the line allotments of "Traveling - out-of-state," "Faculty recruitment - out-of-state travel," and "Equipment."
2. No transfers may be made which are not in accordance with all applicable statutes, including but not limited to, the Budget Act, or which are not in accordance with all applicable regulations and policies of the Board of Trustees.
3. The revisions made by each transfer must provide sufficient funding for the affected activities for the entire remaining portion of the fiscal year.
4. Information copies of each Transfer of Budget Allotments (Form 25) shall be submitted to the Vice Chancellor, Business Affairs, through the Budget Planning Office.

5. Transfers must meet the applicable criteria stated in Sections 6713 and 6713.1 of the State Administrative Manual.

Transfers between Personal Service Allotments are not authorized by this delegation. Transfers between Operating Expenses and Equipment also are not authorized by this delegation.

The pre-audit review currently being conducted by the Chancellor's Office is being terminated concurrent with the operative date of this delegation.

Please sign and return the attached form to Budget Planning accepting the delegation and indicating the single fiscal officer designated to act on behalf of the President in this matter. Any change in this delegation should be immediately communicated to this office.

Dated: July 1, 1970



Glenn S. Dumke, Chancellor

No. 101 - Delegation of Authority -
Transfer of Budget Allotments

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ACCEPTANCE OF DELEGATION

The conditions, limitations and authority contained in Executive Order Number 101 are hereby acknowledged and accepted.

I hereby authorize and empower _____,
(Name)

College President _____, and _____,
(Title) (Name)

College Fiscal Officer _____, at _____,
(Title) (College)

to act for me under the provisions of the authorization contained herein.

July 1, 1970

Signature

Chancellor, Trustees of the
California State Colleges

Title

ACCEPTED:

Name

College President

Title

Name

College Fiscal Officer

Title

cc: Department of Finance, Audits Division
Chancellor's Office, Budget Planning and Administration