

settlement of all litigated claims and for all claims over \$100,000 will be submitted to the Office of President by the Chancellor. See *Attachment 1*.

C. Authority to redelegate

This authority may not be redelegated.

D. Definitions

Claim: any demand for payment which is disputed in whole or in part and is made other than through litigation. Commercial negotiations to adjust amounts payable under a contract shall not be treated as "claims."

Litigation: legal proceedings in the form of a lawsuit, arbitration proceeding, or internal or external administrative proceeding. (Note: Most workers' compensation settlements have been litigated and thus must be approved by the Office of the President.)

Routine Claim: Any claim which involves one or more of the following: (1) public relations significance, (2) programmatic impact for UCSC, (3) academic employment-related claims, and /or (4) employment-related claims involving issues such as violence in the workplace or racial or sexual harassment.

III. "Supersedes" Notification

This delegation of authority supersedes all previous campus delegations on this subject.

IV. Getting Help

The campus Manager, Insurance and Risk Management can respond to questions about this delegation of authority.

If you need help with ...	Contact ...
...general and auto liability claims	Insurance and Risk Management, x9-2853.
...workers' compensation claims	Risk Management Specialist, x9-2850.

V. Authority/References

Authority to make this delegation is documented as follows:

UCSC Delegation SCDA-IRM0002: Authority to Settle Claims, Vice Chancellor--Business and Administrative Services to Director, Materiel Management, dated July 2, 1998.

References

Regents' Policy on Settlement of Claims and Litigation, adopted September 15, 1992.

UCOP Office of Risk Management, Settlement Authorization/Review Guidelines, dated August 19, 1996.

UCSC Policy MSC0004: Delegations of Authority

UCSC Delegation SCDA-IRM0003: Attachment 1

Related Delegations of Authority

UCOP Delegation DA2054, President Peltason to Chancellors, Settlement of Claims, dated March 11, 1996.

UCSC Delegation SCDA-IRM0001: Authority to Settle Claims, Chancellor to Vice Chancellor--Business and Administrative Services, dated July 2, 1998.

VI. Copies

The following individuals/offices were provided copies of this delegation:

President

Senior Vice President--Business and Finance

Special Assistant--Coordination and Review

General Counsel and Vice President for Legal Affairs

Vice Chancellor--Business and Administrative Services

Attachment 1

Claims	Recommend	Concur	Review/Submit	Approve
Non-litigated claims up to \$10,000	n/a	n/a	n/a	Manager, Insurance and Risk Management
Non-litigated claims up to \$50,000 (routine)	Manager, Insurance and Risk Management	n/a	n/a	Director, Materiel Management
Non-litigated claims up to \$50,000 (non-routine)	Manager, Insurance and Risk Management	Director, Materiel Management	n/a	Vice Chancellor-- Business and Administrative Services
Non-litigated claims \$50,000 - \$100,000	Manager, Insurance and Risk Management	Director, Materiel Management	Vice Chancellor-- Business and Administrative Services	President
All litigated claims, up to 100,000 and/or <u>Compromise and Release (C&R) claims</u>	Manager, Insurance and Risk Management	Director, Materiel Management	Vice Chancellor-- Business and Administrative Services	President
All claims over \$100,000	Manager, Insurance and Risk Management	Director, Materiel Management Vice Chancellor-- Business and Administrative Services	Chancellor	President

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