

SOUTHWEST TENNESSEE COMMUNITY COLLEGE

SUBJECT: Contracts and Agreements Requiring President's Approval

EFFECTIVE DATE: July 1, 2000

GENERAL

All contracts and agreements (including lease agreements and software license agreements) requiring approval by the President or his/her designee shall be forwarded to the staff member responsible for ensuring contract compliance before submission for approval. The staff member responsible for ensuring contract compliance will review each contract and agreement for concurrence with Tennessee Board of Regents Policy No. 1:03:02:10, "Policy on Approval of Agreements," and Tennessee Board of Regents Guideline No. G-030, "Contracts and Agreements."

The staff member responsible for ensuring contract compliance will forward contracts and agreements complying with the Tennessee Board of Regents policy to the President or his/her designee with recommendations concerning approval. Contracts and agreements not meeting the requirements of the Tennessee Board of Regents will be renegotiated with the contractor and revised as appropriate prior to submission to the President or his/her designee for approval.

Source of Policy: <u>Contracts Task Force</u>	Responsible Vice President for Business, Administrator: <u>Finance & Info Systems</u>
Related Policy: <u>N/A</u>	TBR Policy Reference: <u>1:03:02:10</u>
	TBR Guideline Reference: <u>G-030</u>
Approved: <u>President</u>	Date: <u>July 1, 2000</u>