

SOUTHWEST TENNESSEE COMMUNITY COLLEGE

SUBJECT: Contracts and Agreements Requiring the President’s Approval

EFFECTIVE DATE: July 1, 2000; Revised April 14, 2022

Purpose

The purpose of this policy is to establish the procedure for routing contracts and agreements to the President of Southwest Tennessee Community College (“Southwest” or “the College”) for approval.

Policy

All contracts and agreements requiring approval by the President or the President’s designee shall be forwarded to the Chief Financial Officer (“CFO”) to ensure contract compliance before submission to the President for approval.

The CFO will review contracts and agreements for concurrence with Tennessee Board of Regents (“TBR”) Guideline G-030, Contracts and Agreements. The CFO will forward contracts and agreements to the President or the President’s designee with the information needed for the President to make an informed decision regarding approval.

Contracts and agreements that do not meet the requirements of TBR Guideline G-030 may be renegotiated or revised. The President shall receive notice of non-compliant contracts and agreements.

Responsible

Source of Policy: _____

Administrator: President

Related Policy: 1:03:02:20/12

TBR Policy 1.03.02.20

TBR Guideline Reference: G-030

Approved: 
President

Date: April 14, 2022