

Coast Community College District
BOARD POLICY
Chapter 6
Business and Fiscal Affairs

BP 6540 INSURANCE AND AUTHORITY TO SETTLE MINOR CLAIMS

References:

Education Code Sections 70902, 72502, 72506, 81601, and 81602 et seq.;
Government Code Sections 935.4 and 949

The Chancellor shall be responsible to secure insurance for the District as required by law, which shall include, but is not limited to, the liabilities described in Education Code Section 72506. The District may enter into joint power agreement(s) pursuant to Education Code Section 81603 for the purposes described in this policy.

The Chancellor, from time to time, shall seek proposals from qualified insurance brokers, third-party administrators, joint power authorities, or other insurance pooling entities to provide all or a part of the District's insurance needs.

A qualified insurance broker shall be one who is licensed by the California Department of Insurance.

The Vice Chancellor Finance and Administrative Services, or his/her designee, is authorized to settle minor claims made against the District in the amount of \$10,000 or less without prior Board approval, following review and recommendation by the District's Office of Risk Management.

Semi-annually, the Administrative Services Division will provide for the Board all settlements made under this Policy during the previous six months, indicating the nature of the claim and the amount of the settlement.

See also BP/AP 3810 titled Claims against the District.

Adopted October 16, 1985

Renumbered from CCCD Policy 040-4-1, Spring 2011

Revised May 2, 2012

Combined and renumbered from CCCD Policies 6541 and 6542, December 2, 2013

Revised December 2, 2013

Revised December 14, 2016