

BOARD POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: Financial Condition

The President shall administer the Board approved budget without material deviation and shall protect the College from financial risk.

It is a material deviation to:

- Expend more funds than have been received in the fiscal year without prior Board approval.
- Indebt the organization in an amount greater than can be repaid by otherwise unencumbered revenues within the current fiscal year or can be repaid from accounts previously established by the Board for that purpose.
- Expend funds from restricted or designated accounts except for the purposes for which the account was established without prior Board approval.

Furthermore, the President may not:

- Make any purchase: (a) without prudent protection against conflict of interest; (b) over \$25,000 without having obtained at least three competitive quotes, if available; (c) over \$50,000 without completion of a sealed bid process, based on prepared specifications, unless a waiver of bidding requirements has been issued as permitted by the Wisconsin Technical College System Financial Accounting Manual.
- Accept gifts or grants which obligate the College to make future expenditures of funds or human resources other than those created by the gift or grant without Board approval or which are not in the best interest of the College to accept.
- Fail to maintain adequate combined general and contracting fund balance reserves sufficient to provide for an average of 2-3 months' operating expenses.

Board Policy III.E

Adopted: 05/09/95

Reviewed: 01/22/00, 12/18/01, 11/20/12, 11/18/14, 3/21/17, 12/18/18

Revised: 09/21/99, 07/10/06, 01/20/09, 01/15/13