

3344-65-11 Contracts.

- (A) No university employee outside of purchasing services has the authority to enter into purchase contracts, or in any way to obligate Cleveland state university for procurement indebtedness unless specifically authorized to do so by the board of trustees, either by general policy or specific resolution. Any such actions shall be considered an unauthorized purchase and the individual could be personally liable for the purchase in accordance with section 3.12 of the Revised Code.
- (B) Any and all contracts shall be reviewed and approved as to legal form by the office of general counsel. Contracts executed without review may be deemed outside the employee`s authority and result in personal liability for the contract.
- (C) For the purposes of this section contract is defined to include but not be limited to contracts, agreements, vendor terms & conditions and memorandums of understanding,
- (D) Execution of contracts for purchases are governed by Rule 3344-8-03 of the Administrative Code.

Policy Name: Contracts.
Policy Number: 3344-65-11
Board Approved: 9/30/2016
Effective: 10/10/2016