

Delegations of Authority for The University of Texas Health Science Center at Tyler*

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
GIFTS: Delegation of authority to accept certain gifts of securities in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 3</i>	Kirk A. Calhoun, M.D., President	<u>UT System Office of External Relations:</u> Julia K. Lynch, Director of Gift Planning Services Jan Hopson, Associate Director of Gift Planning Services Charlotte Hambrick, Associate Director of Gift Planning Services Karyn Kondoff, Asst Director of Gift Planning Services	February 6, 2006
BANKING: Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 22201, Section 5.1</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
SPACE LEASE: Delegation of authority relating to execute and deliver space lease agreements with a value of \$1,000,000 or less.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
CONSTRUCTION: Delegation of authority relating to new construction projects of \$1,000,000 or less and for repair and rehabilitation projects of \$2,000,000 or less.	<i>Rule 80403</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>Up to \$25,000:</u> Gwen Cuba, Purchasing	July 15, 2009

**Please be aware that this chart provides only a brief summary of each delegation memorandum. You will need to review the specific delegation memorandum that is of interest to you for detailed scope and restrictions related to such delegation. Current as of 2/23/2010.*

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>\$1,000,000 or more:</u> Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>Up to \$50,000</u> Cheryl Bray	July 15, 2009
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>Up to \$4,999</u> Crystal Smith, Purchasing	March 27, 2009
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>Up to \$100,000</u> Georgia Melton, Associate Vice President, Human Resources	February 9, 2010
CONTRACTS: Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services, but not including contracts for consulting services for more than \$250,000.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller Rob Marshall, VP and Chief Operating Officer	February 1, 2006 February 15, 2008
INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to deliver contracts or agreements with U.T. System Administration or between or among U.T. institutions for resources or services.	<i>Rule 10501, Section 5.3</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal grants, contracts or proposals for sponsored research.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Conna Sutton, Director, Pre-Award Services	March 18, 2008
MATERIAL TRANSFER AGREEMENTS: Delegation of authority to execute and deliver material transfer agreements up to a value of \$25,000.	<i>Rule 10501, and Rule 90105</i>	Kirk A. Calhoun, M.D., President	Mark A.L. Atkinson, M.A., D. Phil., Director of Research	November 7, 2005
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 10501 and Rule 90105, Sections 1 & 3</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 10501 and Rule 90105, Sections 1 & 3</i>	Kirk A. Calhoun, M.D., President	Conna Sutton, Director, Pre-Award Services	March 18, 2008

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