

Delegations of Authority for The University of Texas at Arlington*

<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
CURRENT PURPOSE GIFTS: Delegation of authority to accept current purpose gifts other than securities to The University of Texas at Arlington; provided that each gift is processed in accordance with applicable laws, Rules, policies and the UT Gift Acceptance Procedures.	<i>Rule 60601, Section 5; Section 7, UT System Gift Acceptance Procedures</i>	Dr. Jennifer Cowley, President	Marie E. Schultz, Vice President for Development & Alumni Relations	November 14, 2022
CURRENT PURPOSE GIFTS OF SECURITIES: Delegation of authority to accept current purpose gifts of securities to The University of Texas at Arlington provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedures.	<i>Rule 60101, Section 5; Section 7, UT System Gift Acceptance Procedures</i>	Dr. Jennifer Cowley, President	<u>UT System Office of External Relations, Communications and Advancement Services</u> Randa S. Safady, Ph.D., Vice Chancellor of External Relations, Communications and Advancement Services Andria Brannon, Associate Vice Chancellor for Advancement Services	June 14, 2022
IRS FORMS - GIFTS: Delegation of authority to execute necessary IRS forms, including without limitation IRS Forms 8283 and 8282. Authority extends only to necessary IRS forms relating to gifts accepted on behalf of The University of Texas at Arlington.	<i>Rule 60101, Sections 8 and 2; Section 3.6, Gift Acceptance Procedures</i>	Dr. Jennifer Cowley, President	Marie E. Schultz, Vice President for Development & Alumni Relations	November 14, 2022
IRS FORMS - GIFTS: Delegation of authority to execute necessary IRS forms, including without limitation IRS Forms 8283 and 8282, relating to gifts.	<i>Rule 60101, Sections 2 and 8</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
BANKING: Delegation of authority to execute and deliver contracts for banking services. Authority extends only to contracts for banking services with banks that have a depository agreement with the Board of Regents of The University of Texas System.	<i>Rule 10501; UTS166 and UTS167</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022

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<u>Board of Regents' Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
BANKING: Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 10501; UTS166 and UTS167</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
CONSTRUCTION PROJECTS AND REPAIR AND REHABILITATION PROJECTS: Delegation of authority to (1) appoint architects; approve plans and construction documents; and execute and deliver related contracts, agreements, guaranteed maximum price or stipulated sum proposals; and other documents; and (2) execute and deliver contracts and agreements with architects, engineers, and other professional service providers, for all new minor construction projects and minor repair and rehabilitation projects with an anticipated value under \$10,000,000.	<i>Rule 80403</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
NEW MINOR CONSTRUCTION PROJECTS AND MINOR REPAIR AND REHABILITATION PROJECTS: Delegation of authority to (1) appoint architects; approve plans and construction documents; and execute and deliver related contracts, agreements, guaranteed maximum price or stipulated sum proposals; and other documents; and (2) execute and deliver contracts and agreements with architects, engineers, and other professional service providers, for all new minor construction projects and minor repair and rehabilitation projects with an anticipated value under \$10,000,000.	<i>Rule 80403</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022
SPACE LEASE: Delegation of authority to execute and deliver space lease agreements with a value of \$1,000,000 or less, for the purpose of leasing space for use by the institution for institutional purposes.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>\$1,000,000 or less</u> John Davidson, Interim CFO and Associate Vice President	April 28, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
SPACE LEASE: Delegation of authority to execute and deliver space lease agreements with a value of \$1,000,000 or less for the purpose of leasing space for use by the institution for institutional purposes.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>\$1,000,000 or less</u> John Hall, Vice President for Administration & Economic Development	August 25, 2022
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, goods, and services up to \$1,000,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$1,000,000</u> Joe S. White, Assistant Director of Procurement & Strategic Sourcing	April 28, 2022
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services up to \$1,000,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$1,000,000</u> Stephanie Scott, Associate Vice President for Business Affairs and Controller	April 28, 2022
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Julia Cornwell, Senior Director, Procurement and Payment Services	April 28, 2022
PURCHASE ORDERS (LIBRARY MATERIALS): Delegation of authority to execute and deliver purchase orders for the routine purchase of books, serials, and other related library materials.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Peter Zhang, Associate University Librarian	April 28, 2022
SMALL PURCHASE PROGRAM: Delegation of authority to implement, manage, and oversee a small purchase program for purchases up to \$15,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$15,000</u> Joe S. White, Assistant Director of Procurement & Strategic Sourcing	April 28, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
SMALL PURCHASE PROGRAM: Delegation of authority to implement, manage, and oversee a small purchase program for purchases up to \$15,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$15,000</u> Stephanie Scott, Associate Vice President for Business Affairs and Controller	April 28, 2022
SMALL PURCHASE PROGRAM: Delegation of authority to implement, manage, and oversee a small purchase program for purchases up to \$15,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$15,000</u> John Davidson, Interim CFO and Associate Vice President	April 28, 2022
SMALL PURCHASE PROGRAM: Delegation of authority to implement, manage, and oversee a small purchase program for purchases up to \$15,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$15,000</u> Julia Cornwell, Senior Director, Procurement and Payment Services	April 28, 2022
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.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
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.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022
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.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Julia Cornwell, Senior Director, Procurement and Payment Services	April 28, 2022
CONTRACTS (IN ABSENCE): Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Stephanie Scott, Associate Vice President for Business Affairs and Controller <u>Ddelegation effective only when the Senior Director of Procurement and Payment Services is not available for a period of more than one (1) day.</u>	April 28, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
CONTRACTS – DIVISION OF STUDENT AFFAIRS: Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services, within the Division of Student Affairs up to \$100,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$100,000</u> Teresea Madden, Acting Vice President for Student Affairs	November 18, 2022
CONTRACTS – DEPARTMENT OF GLOBAL EDUCATION OUTREACH: Delegation of authority to execute and deliver contracts or agreements of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services, within the Department of Global Education Outreach up to \$25,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$25,000</u> Teresea Madden, Vice President, Global Education Outreach and Extended Studies	April 28, 2022
INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with U.T. System Administration or between or among U.T. Institutions for resources or services.	<i>Rule 10501, Section 2.7</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
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 2.7</i>	Dr. Jennifer Cowley, President	Julia Cornwell, Senior Director, Procurement and Payment Services	April 28, 2022
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 2.7</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022
STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Jeremy Forsberg, Assistant Vice President for Research Administration	July 28, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Sarah Panepinto, Director of Grant and Contract Services	April 28, 2022
STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research on behalf of the Board.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Dr. Kate C. Miller, Vice President for Research	October 1, 2022
SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
INTELLECTUAL PROPERTY AGREEMENTS: Delegation of authority to execute and deliver agreements granting an interest in intellectual property on behalf of the Board. Covers typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.	<i>Rule 10501; Rule 90101, Sections 15.1 & 15.3</i>	Dr. Jennifer Cowley, President	Dr. Kate C. Miller, Vice President for Research	October 1, 2022
NON-DISCLOSURE AGREEMENTS: Delegation of authority to execute and deliver non-disclosure agreements.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Teresa Schultz, Director of Innovation and Commercialization	April 28, 2022
DISTANCE EDUCATION FEES: Delegation of authority to approve distance education fees.	<i>Rule 40101, Section 3</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
JOINT SPONSORSHIPS: Delegation of authority for approval of joint sponsorships for use of U.T. Arlington facilities.	<i>Rule 80105</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
JOINT SPONSORSHIPS: Delegation of authority for approval of joint sponsorships for the use of UT Arlington facilities.	<i>Rule 80105</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022

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<u>Board of Regents' Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
INTERNATIONAL TRAVEL: Delegation of authority to execute and forward for processing requests for Travel Authorization for International Travel.	<i>Rule 20801</i>	Dr. Jennifer Cowley, President	Dr. Tamara L. Brown, Provost & Senior Vice President for Academic Affairs	August 1, 2022
INTERNATIONAL TRAVEL: Delegation of authority to execute and forward for processing requests for Travel Authorization for International Travel.	<i>Rule 20801</i>	Dr. Jennifer Cowley, President	Jay Horn, Executive Director, Office of International Education	April 28, 2022
ZERO DOLLAR AFFILIATION AND ZERO DOLLAR ACADEMIC PROGRAM AGREEMENTS: Delegation of authority to execute and deliver zero dollar affiliation agreements and zero dollar academic program agreements.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Dr. Tamara L. Brown, Provost & Senior Vice President for Academic Affairs	August 1, 2022
ZERO DOLLAR AFFILIATION AND ZERO DOLLAR ACADEMIC PROGRAM AGREEMENTS (IN ABSENCE): Delegation of authority to execute and deliver zero dollar affiliation agreements and zero dollar academic program agreements. Delegation effective only in the event the Provost and Vice President for Academic Affairs is unavailable for more than one (1) day.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Dr. Antoinette Sol, Vice Provost for Faculty Affairs <u>Delegation effective only in the event the Provost and Vice President for Academic Affairs is unavailable for more than one (1) day.</u>	April 28, 2022
ZERO DOLLAR AFFILIATION AND ZERO DOLLAR ACADEMIC PROGRAM AGREEMENTS: Delegation of authority to execute and deliver zero dollar affiliation agreements and zero dollar academic program agreements.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	Amber Smallwood, Assistant Vice Provost for Academic Planning and Policies	April 28, 2022
AFFILIATION AGREEMENTS AND ACADEMIC PROGRAM AGREEMENTS: Delegation of authority to execute and deliver affiliation agreements and academic program agreements up to \$1,000,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$1,000,000</u> Dr. Tamara L. Brown, Provost & Senior Vice President for Academic Affairs	August 1, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
CONTRACTS – INTERCOLLEGIATE ATHLETIC TRAVEL: Delegation of authority to execute and deliver contracts or agreements for Intercollegiate Athletic travel not to exceed \$100,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$100,000</u> Jon Fagg, Director of Athletics	August 1, 2022
CONTRACTS – (INTERCOLLEGIATE) ATHLETIC GAMES: Delegation of authority to execute and deliver contracts or agreements for Intercollegiate Athletics games not to exceed \$100,000.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	<u>Up to \$100,000</u> Jon Fagg, Director of Athletics	August 1, 2022
CONTRACTS FOR RENTAL OF SPECIAL USE FACILITIES: Delegation of authority to execute and deliver contracts of any kind or nature in connection with the rental of Special Use Facilities.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Davidson, Interim CFO and Associate Vice President	April 28, 2022
CONTRACTS FOR RENTAL OF SPECIAL USE FACILITIES: Delegation of authority to execute and deliver contracts of any kind or nature in connection with the rental of Special Use Facilities.	<i>Rule 10501</i>	Dr. Jennifer Cowley, President	John Hall, Vice President for Administration & Economic Development	August 25, 2022
DEPARTMENT OF LABOR AND DEPARTMENT OF HOMELAND SECURITY OFFICE OF U.S. CITIZEN AND IMMIGRATION SERVICE FORMS: Delegation of authority to execute certain necessary Department of Labor and Department of Homeland Security Office of U.S. Citizen and Immigration Service Forms, including without limitation the documents required for H-1B petitions, i.e. form I-129, and the Labor Condition Appreciation (LCA) completed pursuant to 8 CFR 214.2(h) and 20 CFR 655-730(a). Authority extends only to necessary department of Labor and Department of Homeland Security Office of the U.S. Citizen and Immigration Service forms executed for the benefit and on behalf of The University of Texas at Arlington.	<i>8 CFR 214.2(h); 20 CFR 655.730(a)</i>	Dr. Jennifer Cowley, President	Jewel Washington, Vice President of Talent, Culture, & Inclusion	November 1, 2022

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
DEPARTMENT OF LABOR AND DEPARTMENT OF HOMELAND SECURITY OFFICE OF U.S. CITIZEN AND IMMIGRATION SERVICE FORMS (IN ABSENCE): Delegation of authority to execute certain necessary Department of Labor and Department of Homeland Security Office of U.S. Citizen and Immigration Service Forms, including without limitation the documents required for H-1B petitions, i.e. form I-129, and the Labor Condition Appreciation (LCA) completed pursuant to 8 CFR 214.2(h) and 20 CFR 655-730(a). Authority extends only to necessary department of Labor and Department of Homeland Security Office of the U.S. Citizen and Immigration Service forms executed for the benefit and on behalf of The University of Texas at Arlington.	<i>8 CFR 214.2(h); 20 CFR 655.730(a)</i>	Dr. Jennifer Cowley, President	Donny Beasley, Assistant Vice President for Talent, Culture & Inclusion <u><i>Delegation effective only in the event the Vice President for Talent, Culture & Inclusion is unavailable for more than one day.</i></u>	November 1, 2022
DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS AT ARLINGTON				
HOLIDAY SCHEDULE: Delegation of authority to approve annually the holiday schedule for the respective institutions.	<i>Rule 30201, Section 1</i>	Jonathan Pruitt, Executive Vice Chancellor for Business Affairs	Presidents, The University of Texas	September 1, 2010 (cont. March 1, 2022)
NANOTECHNOLOGY RESEARCH AND TEACHING FACILITIES (NANOFAB) - EXTERNAL USE AGREEMENTS: Delegation of authority to execute and deliver External Use Agreements for University of Texas at Arlington, Nanotechnology Research and Teaching Facilities – NanoFab, on the standard form currently approved by the Office of General Counsel, or such subsequent form that may be approved by the Office of General Counsel of U.T. System.	<i>Rule 70301, Part 2, Section 4</i>	Jonathan Pruitt, Executive Vice Chancellor for Business Affairs	Chief Financial Officer and Vice President, U. T. Arlington	September 15, 2020 (cont. March 1, 2022)

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
<p>LANDLORD’S OR LICENSOR’S CONSENT TO MODIFICATION OF EXISTING TELECOMMUNICATIONS EQUIPMENT NOT INVOLVING THE ADDITION OF EQUIPMENT: Delegation of authority to execute and deliver Landlord’s or Licensor’s Consent to Modification of Existing Telecommunications Equipment. Delegate shall use without material change the template letter, in conformity with the instructions attached thereto, currently approved by the U. T. System Office of General Counsel (OGC), or such subsequent template letter and accompanying instructions that may be approved by OGC.</p> <p>This delegation is expressly limited to the consent to modify existing telecommunications equipment not involving the addition of equipment.</p>	<p><i>Rule 70301, Section 4.3; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i></p>	<p>Jonathan Pruitt, Executive Vice Chancellor for Business Affairs</p>	<p>Chief Business Officers, U. T. Arlington</p>	<p>September 15, 2020 (cont. March 1, 2022)</p>
<p>CAMPUS LEASES – UT ARLINGTON: Delegation of authority to execute and deliver campus office leases. (See delegation memo for defined terms, conditions and limitations.)</p>	<p><i>Rule 70301; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i></p>	<p>Jonathan Pruitt, Executive Vice Chancellor for Business Affairs</p>	<p>Chief Business Officers, U. T. Arlington</p>	<p>September 15, 2020 (cont. March 1, 2022)</p>

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<u>Board of Regents’ Rules and Regulations</u>		<u>From</u>	<u>Delegate</u>	<u>Date</u>
TRADEMARK LICENSE AGREEMENTS: Delegation of authority to execute and deliver trademark license agreements related to Board-owned trademarks, so long as all trademark license agreements include: (1) the grant clause posted online or a grant clause substantially similar to that grant clause, (2) a statement making the license subject to the Trademark License Agreement Terms and Conditions posted online , and (3) a Trademark Schedule showing the exact mark or marks being licensed and indicating how those marks are to appear (including color, capitalization, typesetting, and any other distinguishing features of the included marks). Ensure proper monitoring of each licensee. All trademarks with a value exceeding institutions’ local contracting authority must be reviewed and processed as outlined in UTS125.	<i>Rule 10501; Rule 90101, Sects. 15.1 and 15.3; UTS125</i>	Daniel H. Sharphorn, Vice-Chancellor and General Counsel	Presidents – UT Institutions Chief Business Officers – UT Institutions and UT System Vice Provosts for Research and Vice Presidents for Research – UT Institutions Chief Legal Officers – UT Institutions	March 6, 2017
SETTLEMENT OF DISPUTES (UT INSTITUTIONS EXCEPT M.D. ANDERSON): Delegation of authority to execute and deliver agreements settling certain claims, disputes, or litigation in the amount of \$20,000 or less that impact only your UT institution and no other UT institutions.	<i>Rule 10501</i>	Daniel H. Sharphorn, Vice-Chancellor and General Counsel	Chief Legal Officers – UT Institutions	September 21, 2016
INVOICES AND PAYMENTS FOR OUTSIDE COUNSEL SERVICES: Delegation of authority to submit to the Texas Attorney General the outside counsel invoices required by SB 1370 (86R-2019).	<i>SB 1370 (86R); Rule 10501, Sects. 2.1 and 2.8</i>	Daniel H. Sharphorn, Vice-Chancellor and General Counsel	Chief Legal Officers – UT Institutions	July 30, 2019 (eff. September 1, 2019)

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