

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

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
GIFTS: Delegation of authority to accept conforming gifts and pledges (other than gifts of real property or outdoor works of art) of any amount, except bequests, planned gifts, or gifts given to or amend an endowment or a fund functioning as an endowment.	<i>Rule 60101, Section 5</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Sr. Executive Vice President and Chief Operating Officer	March 1, 2025 (cont. September 9, 2025)
IRS FORMS – GIFTS: Delegation of authority to execute certain IRS forms relating to gifts, including without limitation IRS Forms 8283 and 8282. This authority extends only to necessary IRS forms relating to gifts accepted on behalf of UTHSC-Houston.	<i>Rule 60101, Section 8</i>			
GIFTS: Delegation of authority to accept conforming gifts and pledges (other than gifts of real property or outdoor works of art) of any amount, except bequests, planned gifts, or gifts given to or amend an endowment or a fund functioning as an endowment.	<i>Rule 60101, Section 5</i>	Melina R. Kibbe, MD, President	Kevin J. Foyle, Senior Vice President Development and Public Affairs	March 1, 2025 (cont. September 9, 2025)
IRS FORMS – GIFTS: Delegation of authority to execute certain IRS forms relating to gifts, including without limitation IRS Forms 8283 and 8282. This authority extends only to necessary IRS forms relating to gifts accepted on behalf of UTHSC-Houston.	<i>Rule 60101, Section 8</i>			
GIFTS: Delegation of authority to accept conforming gifts and pledges (other than gifts of real property or outdoor works of art) of any amount, except bequests, planned gifts, or gifts given to or amend an endowment or a fund functioning as an endowment.	<i>Rule 60101, Section 5</i>	Melina R. Kibbe, MD, President	Brian Dean, Executive Vice President Health Affairs	March 1, 2025 (cont. September 9, 2025)
IRS FORMS – GIFTS: Delegation of authority to execute certain IRS forms relating to gifts, including without limitation IRS Forms 8283 and 8282. This authority extends only to necessary IRS forms relating to gifts accepted on behalf of UTHSC-Houston.	<i>Rule 60101, Section 8</i>			

**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. As of 3-25-2020, with the exception of certain Special Procedure Contracts, the Board approval threshold for UT Health Science Center at Houston is \$5,000,000, and the OGC threshold is \$5,000,000 (see Rule 10501 and UTS145). Delegation chart current as of 9/10/2025.*

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
GIFTS OF SECURITIES: Delegation of authority to accept current purpose gifts of securities to The University of Texas Health Science Center at Houston 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>	Melina R. Kibbe, MD, 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 Karoline Felts, Associate Vice Chancellor for Advancement Services	March 1, 2025 (cont. September 9, 2025)
BANKING SERVICES: 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 U.T. System.	<i>Rule 10501, Section 2</i>	Melina R. Kibbe, MD, President	Michael Tramonte, Senior Vice President Finance & Business Services and Chief Financial Officer	March 1, 2025 (cont. September 9, 2025)
BANKING SERVICES: 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 U.T. System. SPACE LEASE AGREEMENTS: Delegation of authority to execute and deliver space lease agreements up to the institution's Authority Level for the purpose of leasing space for use by the institution for institutional purposes.	<i>Rule 10501, Section 2</i> <i>Rule 70301, Section 5; Rule 10501</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Senior Executive Vice President and Chief Operating Officer	March 1, 2025 (cont. September 9, 2025)
BANKING SERVICES: 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 U.T. System. SPACE LEASE AGREEMENTS: Delegation of authority to execute and deliver space lease agreements up to the institution's Authority Level for the purpose of leasing space for use by the institution for institutional purposes.	<i>Rule 10501, Section 2</i> <i>Rule 70301, Section 5; Rule 10501</i>	Melina R. Kibbe, MD, President	Brian Dean, Executive Vice President Health Affairs	March 1, 2025 (cont. September 9, 2025)

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
NEW MINOR CONSTRUCTION AND MINOR REPAIR AND REHABILITATION CONSTRUCTION PROJECTS: Delegation of authority relating to new construction projects of \$10,000,000 or less and for repair and rehabilitation projects of less than \$10,000,000 or less. Applies to 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.	<i>Rule 80403</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Senior Executive Vice President and Chief Operating Officer	March 1, 2025 (cont. September 9, 2025)
NEW MAJOR CONSTRUCTION AND MAJOR REPAIR AND REHABILITATION CONSTRUCTION PROJECTS: Delegation of authority relating to new construction projects and for repair and rehabilitation projects when institutional management of those projects has been authorized by the Board of Regents. Applies to 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.	<i>Rule 80404; Rule 10501</i>			

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Board of Regents' <u>Rules and Regulations</u>		From	Delegate	Date of Delegation
NEW MINOR CONSTRUCTION AND MINOR REPAIR AND REHABILITATION CONSTRUCTION PROJECTS: Delegation of authority relating to new construction projects of \$2,500,000 or less and for repair and rehabilitation projects of less than \$2,500,000 or less. Applies to 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.	Rule 80403	Melina R. Kibbe, MD, President	<u>\$2,500,000 or less</u> Eric Williams, Associate Vice President Supply Chain Management	March 1, 2025 (cont. September 9, 2025)
NEW MAJOR CONSTRUCTION AND MAJOR REPAIR AND REHABILITATION CONSTRUCTION PROJECTS: Delegation of authority relating to new construction projects and for repair and rehabilitation projects when institutional management of those projects has been authorized by the Board of Regents. Applies to authority up to \$2,500,000 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.	Rule 80404; Rule 10501			

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contract with UT System and other UT Institutions.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Senior Executive Vice President and Chief Operating Officer	March 1, 2025 (cont. September 9, 2025)
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>			
CONTRACTS WITH SYSTEM ADMINISTRATION OR AMONG U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with U.T. System Administration or between or among institutions of The University of Texas System for resources or services. Any such contract or agreement shall provide for the recovery of the cost of services and resources furnished.	<i>Rule 10501</i>			
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contract with UT System and other UT Institutions.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	Michael Tramonte, Senior Vice President Finance & Business Services and Chief Financial Officer	March 1, 2025 (cont. September 9, 2025)
CONTRACTS WITH SYSTEM ADMINISTRATION OR AMONG U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with U.T. System Administration or between or among institutions of The University of Texas System for resources or services. Any such contract or agreement shall provide for the recovery of the cost of services and resources furnished.	<i>Rule 10501, Section 2</i>			

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PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contracts with UT System and other UT Institutions not exceeding a value of \$2,500,000.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	<u>Not to Exceed \$2,500,000</u> Eric Williams, Associate Vice President Supply Chain Management	March 1, 2025 (cont. September 9, 2025)
CONFIRMATION DOCUMENTS UNDER ELECTRIC SALES AGREEMENT: Delegation of authority to enter into verbal agreements and execute and deliver confirmation documents authorized under active electric sales agreements. Electric sales agreements are approved by the Chancellor's delegate, Executive Vice Chancellor for Business Affairs for the University of Texas System.	<i>Rule 10501, Section 2.2.10</i>			

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PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contract with UT System and other UT Institutions not exceeding a value of \$250,000.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	<u>Not to Exceed \$250,000</u> Contract Administrator (Procurement Services) Contract Manager (Procurement Services)	March 1, 2025 (cont. September 9, 2025)
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contracts with UT System and other UT Institutions not exceeding a value of \$100,000.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	<u>Not Exceeding \$100,000</u> Buyer II (Procurement Services)	March 1, 2025 (cont. September 9, 2025)
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders and contracts for the routine purchase of equipment, supplies, goods, and services including but not limited to purchase orders and contract with UT System and other UT Institutions not exceeding a value of \$15,000.	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	<u>Not to Exceed \$15,000</u> Buyer I (Procurement Services)	March 1, 2025 (cont. September 9, 2025)

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
AFFILIATION AND PROGRAM AGREEMENTS: Delegation of authority to execute and deliver affiliation and program agreements for educational experiences of faculty, students, residents and other trainees (including visiting and/or collaborating individuals).	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Senior Executive Vice President and Chief Operating Officer	March 1, 2025 (cont. September 9, 2025)
SPONSORED PROJECTS: Delegation of authority to execute and deliver:	<i>Rule 10501</i>			
1. Grants, contracts, and proposals for sponsored (externally funded) projects, as well as all associated documents necessary to comply with funding agency policies and regulatory requirements, to allow project collaboration with other entities or individuals.				
2. Research related non-monetary agreements, including but not limited to: Confidentiality Agreements / Non-Disclosure Agreements; Data Use Agreements; and Material Transfer Agreements.				
Any financial commitment or matching requirements and/or additional space required to conduct this research must have the approval of the Senior EVP, Chief Operating and Financial Officer, Kevin Dillon.				
CONFIDENTIAL DISCLOSURE AGREEMENTS: Delegation of authority to execute and deliver confidential disclosure agreements. This authority does not cover or extend to agreements that grant to a third party an interest in intellectual property owned or controlled by the Board.	<i>Rule 90105, Sections 1 and 3; Rule 10501</i>			
LICENSE AGREEMENTS: Delegation of authority to execute and deliver license agreements and other conveyances of intellectual property owned or controlled by the Board.	<i>Rule 90105, Sections 1 and 3; Rule 10501</i>			

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SPONSORED PROJECTS: Delegation of authority to execute and deliver:	<i>Rule 10501</i>			
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AFFILIATION AND PROGRAM AGREEMENTS: Delegation of authority to execute and deliver affiliation and program agreements for educational experiences of faculty, students, residents and other trainees (including visiting and/or collaborating individuals).	<i>Rule 10501</i>	Melina R. Kibbe, MD, President	Kevin A. Morano, PhD, Senior Vice President for Academic and Faculty Affairs	March 1, 2025 (cont. September 9, 2025)
SPONSORED PROJECTS: Delegation of authority to execute and deliver:	<i>Rule 10501</i>			
1. Grants, contracts, and proposals for sponsored (externally funded) projects, as well as all associated documents necessary to comply with funding agency policies and regulatory requirements, to allow project collaboration with other entities or individuals. 2. Research related non-monetary agreements, including but not limited to: Confidentiality Agreements / Non-Disclosure Agreements; Data Use Agreements; and Material Transfer Agreements. Any financial commitment or matching requirements and/or additional space required to conduct this research must have the approval of the Senior EVP, Chief Operating and Financial Officer, Kevin Dillon.				
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CONFIDENTIAL DISCLOSURE AGREEMENTS: Delegation of authority to execute and deliver confidential disclosure agreements. This authority does not cover or extend to agreements that grant to a third party an interest in intellectual property owned or controlled by the Board.	<i>Rule 90105, Sections 1 and 3; Rule 10501</i>			

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LICENSE AGREEMENTS: Delegation of authority to execute and deliver license agreements and other conveyances of intellectual property owned or controlled by the Board.	<i>Rule 90105, Sections 1 and 3; Rule 10501</i>			
ESTABLISH PARKING AND TRAFFIC REGULATIONS (SOUTH CAMPUS RESEARCH PARK): Delegation of authority to establish parking and traffic regulations on the South Campus Research Park. The establishment of such parking and traffic regulations shall be subject to the procedures currently in place for The University of Texas Research Park Governance Council (or hereinafter appropriately revised), which Council is comprised of representatives from The University of Texas M.D. Anderson Cancer Center and the University of Texas Health Science Center at Houston.	<i>Rule 80109; Sect. 51.202 Texas Education Code</i>	Melina R. Kibbe, MD, President	Kevin Dillon, Senior Executive Vice President and Chief Operating Officer	March 1, 2025

**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. As of 3-25-2020, with the exception of certain Special Procedure Contracts, the Board approval threshold for UT Health Science Center at Houston is \$5,000,000, and the OGC threshold is \$5,000,000 (see Rule 10501 and UTS145). Delegation chart current as of 9/10/2025.*

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
ESTABLISH PARKING AND TRAFFIC REGULATIONS (SOUTH CAMPUS RESEARCH PARK): Delegation of authority to establish parking and traffic regulations on the South Campus Research Park. The establishment of such parking and traffic regulations shall be subject to the procedures currently in place for The University of Texas Research Park Governance Council (or hereinafter appropriately revised), which Council is comprised of representatives from The University of Texas M.D. Anderson Cancer Center and the University of Texas Health Science Center at Houston.	<i>Rule 80109; Sect. 51.202 Texas Education Code</i>	Melina R. Kibbe, MD, President	Brian Dean, Executive Vice President Health Affairs	March 1, 2025
DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT HOUSTON				
TMC3 ESCROW ACTIVITIES: MDACC: Delegation of authority to administer, execute and deliver on behalf of UTMDACC, the TMC3-related construction escrow agreement, including ancillary documents thereto, and the operating escrow agreement, including ancillary documents thereto. UTHSCH: Delegation of authority to administer, execute and deliver on behalf of UTHSCH, the TMC3-related construction escrow agreement, including ancillary documents thereto, and the operating escrow agreement, including ancillary documents thereto, and the operating escrow agreement, including ancillary documents thereto.	<i>Rule 10501, Section 1.3</i>	John M. Zerwas, MD, Chancellor <i>ad interim</i>	Chief Business Officer and Chief Treasury Officer, UT M.D. Anderson Cancer Center Chief Business Officer and Chief Treasury Officer, UT Health Science Center-Houston	December 10, 2020 (cont. June 2, 2025)

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
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 and Chief Operating Officer	Presidents, The University of Texas	September 1, 2010 (cont. March 1, 2022)
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. This delegation is expressly limited to the consent to modify existing telecommunications equipment not involving the addition of equipment.	<i>Rule 70301, Section 4.3; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i>	Jonathan Pruitt, Executive Vice Chancellor and Chief Operating Officer	Chief Business Officer, U. T. Health Science Center at Houston	September 15, 2020 (cont. March 1, 2022)
CAMPUS LEASES – UT HEALTH SCIENCE CENTER AT HOUSTON: Delegation of authority to execute and deliver campus office leases. (See delegation memo for defined terms, conditions and limitations.)	<i>Rule 70301; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i>	Jonathan Pruitt, Executive Vice Chancellor and Chief Operating Officer	Chief Business Officer, U. T. Health Science Center at Houston	September 15, 2020 (cont. March 1, 2022)

***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. As of 3-25-2020, with the exception of certain Special Procedure Contracts, the Board approval threshold for UT Health Science Center at Houston is \$5,000,000, and the OGC threshold is \$5,000,000 (see Rule 10501 and UTS145). Delegation chart current as of 9/10/2025.**

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
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 – CHIEF LEGAL OFFICERS: Delegation of authority to execute and deliver agreements settling certain claims, disputes, or litigation in the amount of \$75,000 or less.	<i>Rule 10501</i>	Daniel H. Sharphorn, Vice-Chancellor and General Counsel	<u>\$75,000 or less</u> Chief Legal Officers* [*Note: Some institutions have more than one Chief Legal Officer, for the purposes of this delegation. See memo.]	November 8, 2023
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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