

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

<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>GIFTS OF SECURITIES:</b> Delegation of authority to accept current purpose gifts of securities.	<i>Rule 60101, Section 5; Section 7, UT System Gift Acceptance Procedures</i>	Kirk A. Calhoun, M.D., President	<b><u>UT System Office of External Relations, Communications and Advancement Services:</u></b>  Randa S. Safady, Ph.D., Vice Chancellor of External Relations, Communications and Advancement Services  Julia K. Lynch, Associate Vice Chancellor for Gift Administration, Compliance and Advancement Services  Andria Brannon, Director of Endowment Administration and Advancement Services	November 22, 2019
<b>BANKING:</b> Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 10501; UTS166; UTS167</i>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	February 26, 2016
<b>BANKING:</b> Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 10501; UTS166; UTS167</i>	Kirk A. Calhoun, M.D., President	Kris Kavasch, Vice President, Chief Financial Officer	September 7, 2018
<b>SPACE LEASE:</b> Delegation of authority relating to execute and deliver space lease agreements with a value of \$1,000,000 or less.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>\$1,000,000 or less</u></b> Daniel Deslatte, Senior VP, Business Affairs, Chief Operating Officer	November 6, 2020
<b>SPACE LEASE:</b> Delegation of authority relating to execute and deliver space lease agreements with a value of \$1,000,000 or less.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>\$1,000,000 or less</u></b> Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	March 2, 2016

*\*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 Tyler is \$5,000,000, and the OGC threshold is \$5,000,000 (see Rule 10501 and UTS145). Delegation chart current as of 8/24/2021.*

<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>CONSTRUCTION:</b> Delegation of authority to (1) appoint architects; approve plans and construction documents; and execute and deliver related contracts, agreements, guaranteed maximum price or stipulate sum proposals, and other documents with an anticipated value of \$1,000,000 or less; 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 of \$2,000,000 or less.	<i>Rule 80403</i>	Kirk A. Calhoun, M.D., President	Daniel Deslatte, Senior VP, Business Affairs, Chief Operating Officer	November 6, 2020
<b>CONSTRUCTION:</b> Delegation of authority to (1) appoint architects; approve plans and construction documents; and execute and deliver related contracts, agreements, guaranteed maximum price or stipulate sum proposals, and other documents with an anticipated value of \$1,000,000 or less; 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 of \$2,000,000 or less.	<i>Rule 80403</i>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	March 2, 2016
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders of \$1,000,000 or more for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>\$1,000,000 or more</u></b> Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	February 26, 2016
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services up to \$1,000,000.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$1,000,000</u></b> Julie Philley, MD, Executive VP, Health Affairs Daniel Deslatte, Senior VP, business Affairs, Chief Operating Officer Kris Kavasch, senior VP, Finance, Chief Finance Officer	November 10, 2020

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$250,000</u></b> Crystal Smith, Director, Purchasing/HUB Program	September 29, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$100,000</u></b> Renee Walker, Procurement Specialist, Purchasing	May 18, 2021
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$100,000</u></b> Tara Cheney, Purchasing	September 29, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Dr. Kirk Calhoun, M.D., President	<b><u>Up to \$50,000</u></b> Shelly Hollis, IT	September 29, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$50,000</u></b> Lesia Carsten	June 29, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$14,999.99</u></b> Jorge Arellano-Renteria	December 8, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$14,999</u></b> Tessa Wilson, Administrative Assistant, Research	February 9, 2021
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$14,999</u></b> Felisha Swanks, Buyer, Purchasing	February 9, 2021

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$14,999</b></u> Christi Nelson, Director of Materials	November 13, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$14,999</b></u> Pam Leight, Administrative Associate	December 17, 2019
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$14,999</b></u> Kasandra Harris, Assistant to the Chair	December 17, 2019
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$4,999</b></u> Yolanda Wallace, Administrative Assistant, Pathology	August 16, 2021
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$4,999</b></u> Lindsey Grace, Administrative Specialist, Research	April 12, 2021
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$4,999</b></u> Liz DeClet	December 8, 2020
<b>PURCHASE ORDERS:</b> Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$4,999</b></u> Sarah Rojas	September 7, 2018
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u><b>Up to \$4,999</b></u> Kelly Moore, Administrative Assistant, Biomedical Research, Satellite Buyer	July 23, 2021

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$4,999</u></b> Christy Melton, Manager, Central Sterile Department, Satellite Buyer	February 9, 2021
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$4,999</u></b> Travis Carter	March 19, 2018
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$4,999</u></b> Ronica Harper, Satellite Buyer, Healthcare Quality	May 2, 2017
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$4,999</u></b> Donna Smith, Satellite Buyer, Radiology/Oncology	September 1, 2012
<b>PURCHASE ORDERS (SATELLITE BUYER):</b> Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$4,999</u></b> Gail Watson, Satellite Buyer, Pharmacy Department	September 1, 2012
<b>CONTRACTS:</b> 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>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	February 26, 2016
<b>CONTRACTS:</b> Delegation of authority to execute and deliver contracts up to \$500,000 of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<b><u>Up to \$1,000,000</u></b> Julie Philley, MD, Executive VP, Health Affairs Daniel Deslatte, Senior VP, Business Affairs, Chief Operating Officer Kris Kavasch, Senior VP, Finance, Chief Finance Officer	November 10, 2020

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>ELECTRIC AND NATURAL GAS TRANSACTION CONFIRMATIONS:</b> Delegation of authority to enter into, execute and deliver verbal and written Transaction Confirmations authorized under electricity contracts and natural gas contracts executed and delivered by an authorized representative of UTHSCT.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Daniel Deslatte, Senior VP, Business Affairs, Chief Operating Officer	November 10, 2020
<b>ELECTRIC AND NATURAL GAS TRANSACTION CONFIRMATIONS:</b> Delegation of authority to enter into, execute and deliver verbal and written transaction confirmations authorized under electricity contracts and natural gas contracts executed and delivered by an authorized representative of UTHSCT.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Kenneth Huffman, Director of Plant Operations	June 26, 2017
<b>INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS:</b> Delegation of authority to execute and deliver contracts or agreements with The University of Texas 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 2.7</i>	Kirk A. Calhoun, M.D., President	Julie Philley, MD, Executive VP, Health Affairs Daniel Deslatte, Senior VP, Business Affairs, Chief Operating Officer Kris Kavasch, Senior VP, Finance, Chief Finance Officer	November 10, 2020
<b>INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS:</b> Delegation of authority to execute and deliver contracts or agreements with The University of Texas 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 2.7</i>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	March 2, 2016
<b>INTELLECTUAL PROPERTY:</b> Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 10501; Rule 90105, Sections 1 &amp; 3</i>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	March 2, 2016

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>SPONSORED RESEARCH – STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH:</b> Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Julie Philley, MD, Executive Vice President, Health Affairs	November 10, 2020
<b>SPONSORED RESEARCH – STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH:</b> Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Michael Whitman, JD, Director of Sponsored Programs	November 12, 2019
<b>SPONSORED RESEARCH – STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH:</b> Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer	March 2, 2016
<b>MATERIAL TRANSFER AGREEMENTS:</b> 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	<b>Up to \$25,000</b> Anna Kurdowska, Ph.D., Director of Research	December 6, 2018
<b>MATERIAL TRANSFER AGREEMENTS:</b> 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	<b>Up to \$25,000</b> Steven Idell, M.D., Ph.D., Vice President for Research & Graduate Studies	September 14, 2011
<b>AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS:</b> Delegation of authority to execute and deliver affiliation agreements and program agreements.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Julie Philley, MD, Executive VP, Health Affairs	November 10, 2020
<b>AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS:</b> Delegation of authority to execute and deliver affiliation agreements and program agreements.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Emmanuel Elueze, MD, PHD, FACP	August 26, 2020
<b>DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT TYLER</b>				

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>HOLIDAY SCHEDULE:</b> Delegation of authority to approve annually the holiday schedule for the respective institutions.	<i>Rule 30201, Section 1</i>	Scott C. Kelley, Executive Vice Chancellor for Business Affairs	Presidents, The University of Texas	September 1, 2010
<b>LANDLORD'S OR LICENSOR'S CONSENT TO MODIFICATION OF EXISTING TELECOMMUNICATIONS EQUIPMENT NOT INVOLVING THE ADDITION OF EQUIPMENT:</b> 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>	Scott C. Kelley, Executive Vice Chancellor for Business Affairs	Chief Business Officers, U. T. Health Science Center at Tyler	September 15, 2020
<b>CAMPUS LEASES – UT HEALTH SCIENCE CENTER AT TYLER:</b> 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>	Scott C. Kelley, Executive Vice Chancellor for Business Affairs	Chief Business Officers, U. T. Health Science Center at Tyler	September 15, 2020

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<b>Board of Regents' Rules and Regulations</b>		<b>From</b>	<b>Delegate</b>	<b>Date of Delegation</b>
<b>TRADEMARK LICENSE AGREEMENTS:</b> 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 <a href="#">posted online</a> 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 <a href="#">posted online</a> , 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
<b>SETTLEMENT OF DISPUTES (UT INSTITUTIONS EXCEPT M.D. ANDERSON):</b> 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
<b>INVOICES AND PAYMENTS FOR OUTSIDE COUNSEL SERVICES:</b> 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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