| Delegations of Authority for The University of Texas Southwestern Medical Center* |
|---|---|---|---|
| **Board of Regents’ Rules and Regulations** | **From** | **Delegate** | **Date of Delegation** |
| CURRENT PURPOSE GIFTS: Delegation of authority to accept current purpose gifts, other than securities, to UTSMC with President’s concurrence, provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedures. | Rule 60101, Section 5; UT Gift Acceptance Procedures, Article 2, Section 6 | Daniel K. Podolsky, M.D. President | Amanda Billings, Vice President for Development | November 25, 2019 |
| GIFTS: Delegation of authority to accept certain gifts (other than gifts of real property or outdoor works of art) to The University of Texas Southwestern Medical Center at Dallas made in cash or in kind in the amount of $1,000,000 or less. | Part Two, Chapter 1, Subsection 1.3; Rule 60101, Section 3 | Daniel K. Podolsky, M.D. President | Assistant Director of Gift Records | January 1, 2006 (cont. September 1, 2008) |
| GIFTS OF SECURITIES: Delegation of authority to accept current purpose gifts of securities to The University of Texas Southwestern Medical Center provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedures. | Rule 60101, Section 5; UT System Gift Acceptance Procedures Section 7 | Daniel K. Podolsky, M.D. President | The University of Texas System Office of External Relations, Communications and Advancement Services Randa S. Safady, Ph.D., Vice Chancellor of External Relations, Communications and Advancement Services Andria Brannon, Associate Vice Chancellor for Advancement Services | February 1, 2021 |
| IRS FORMS RELATING TO GIFTS: Delegation of authority to execute certain IRS forms including without limitation IRS Forms 8282 and 8283. Relates to gifts accepted on behalf of the University of Texas Southwestern Medical Center at Dallas. | Rule 60101, Section 8 | Daniel K. Podolsky, M.D. President | Amanda Billings, Vice President for Development | November 25, 2019 |

*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 Southwestern Medical Center is $5,000,000, and the OGC threshold is $5,000,000 (see Rule 10501 and UTS145). Current as of 3/21/2024.*
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<td>IRS FORMS RELATING TO GIFTS: Delegation of authority to execute certain IRS forms including without limitation IRS Forms 8282 and 8283. Relates to gifts accepted on behalf of the University of Texas Southwestern Medical Center at Dallas.</td>
<td>Rule 60101, Section 2 and 6</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>June 15, 2005 (cont. September 1, 2008)</td>
</tr>
<tr>
<td>BANKING: Delegation of authority to execute and deliver contracts for banking services.</td>
<td>Rule 10501; UTS166; UTS167</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>November 25, 2019 (eff. December 1, 2019)</td>
</tr>
<tr>
<td>NEW MAJOR CONSTRUCTION AND REPAIR AND REHABILITATION CONSTRUCTION PROJECTS: Delegation of authority to take the following contractual actions related to construction of Major Projects as defined by Regents’ Rule 80301: (1) appoint architects and engineers; approve plans and construction documents; (2) execute and deliver contracts and agreements with construction contractors, architects, engineers, and related professional service providers; and (3) approve the construction contractor’s or construction manager’s estimates, guaranteed maximum price or stipulated sum proposals, and other documents. Any agreements exceeding $20,000,000 will require President’s concurrence.</td>
<td>Rule 80404; Rule 80301; Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>February 1, 2022</td>
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<tr>
<td>NEW MAJOR CONSTRUCTION AND REPAIR AND REHABILITATION CONSTRUCTION PROJECTS:</td>
<td>Delegation of authority to take the following contractual actions related to construction of Major Projects as defined by Regents’ Rule 80301, for contracts up to an amount not to exceed $5,000,000: (1) appoint architects and engineers; approve plans and construction documents; (2) execute and deliver contracts and agreements with construction contractors, architects, engineers, and related professional service providers; and (3) approve the construction contractor’s or construction manager’s estimates, guaranteed maximum price or stipulated sum proposals, and other documents.</td>
<td>Daniel K. Podolsky, M.D.</td>
<td>Not to Exceed $5,000,000 Michael Serber, Vice President for Finance and Institutional CFO</td>
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<td></td>
<td>Rule 80404; Rule 80301; Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>February 1, 2022</td>
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<tr>
<td>NEW MINOR CONSTRUCTION PROJECTS AND MINOR REPAIR AND REHABILITATION CONSTRUCTION PROJECTS:</td>
<td>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.</td>
<td>Rule 80403</td>
<td>Holly Crawford, Executive Vice President for Business Affairs</td>
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<tr>
<td></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Holly Crawford, Executive Vice President for Business Affairs</td>
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UTSMC - Page 3 of 11
**Board of Regents’ Rules and Regulations**

| NEW MINOR CONSTRUCTION PROJECTS AND MINOR REPAIR AND REHABILITATION CONSTRUCTION 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 $5,000,000. | Rule 80403 | Daniel K. Podolsky, M.D. President | Anticipated Value Under $5,000,000 Michael Serber, Vice President for Finance and Institutional CFO | February 1, 2022 |
| NEW MINOR CONSTRUCTION PROJECTS AND MINOR REPAIR AND REHABILITATION CONSTRUCTION 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 $1,000,000. | Rule 80403 | Daniel K. Podolsky, M.D. President | Anticipated Value Under $1,000,000 Charles Cobb, MBA, Associate Vice President for Supply Chain Management | November 25, 2019 (eff. December 1, 2019) |
| SPACE LEASE: Delegation of authority relating to execute and deliver space lease agreements for the purpose of leasing space for use by the institution for institutional purposes. Any space lease agreements exceeding $20,000,000 will require concurrence with President. | Rule 10501 | Daniel K. Podolsky, M.D. President | Holly Crawford, Executive Vice President for Business Affairs | February 1, 2022 |

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<tr>
<td>SPACE LEASE: Delegation of authority relating to execute and deliver space lease agreements up to an amount not to exceed $5,000,000, for the purpose of leasing space for use by the institution for institutional purposes.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td><em>Not to Exceed $5,000,000</em> Michael Serber, Vice President for Finance and Institutional CFO</td>
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<tr>
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<td>February 1, 2022</td>
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<td>Any space lease agreements exceeding $5,000,000 will require concurrence with President.</td>
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<tr>
<td>SPACE LEASE – STUDENT HOUSING: Delegation of authority to execute and deliver space lease agreements, for the purpose of leasing space for use by the institution for student housing.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Matthew Fulghum, Director, Real Estate Services</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>September 1, 2023</td>
</tr>
<tr>
<td>Any space lease agreements exceeding $5,000,000 will require concurrence with President.</td>
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<tr>
<td>PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td><em>Purchases up to $100,000</em> Kelly Gonzalez, Assistant Vice President for Library Services</td>
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<td></td>
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<td></td>
<td>September 25, 2015</td>
</tr>
<tr>
<td>PURCHASE ORDERS – PURCHASING OFFICE: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td><em>Purchases up to $15,000</em> Procurement Assistant, Purchasing Office</td>
</tr>
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<td></td>
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<td></td>
<td>April 18, 2016</td>
</tr>
<tr>
<td>PURCHASE ORDERS – ANIMAL RESOURCES CENTER: Delegation of authority to execute and deliver purchase orders for routine purchase of equipment, supplies, goods, and services solely for the Animal Resources Center.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td><em>Not to Exceed $15,000</em> Procurement Assistant, Animal Resources Center (eff. December 1, 2019)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>November 25, 2019</td>
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<tr>
<td>CONTRACTS AND/OR PURCHASE ORDERS: Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services.</td>
<td><em>Rule 10501</em></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Holly Crawford, Executive Vice President for Business Affairs</td>
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<td>CONTRACTS AND/OR PURCHASE ORDERS: Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services not to exceed $5,000,000.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $5,000,000 Michael Serber, Vice President for Finance and Institutional CFO</td>
</tr>
<tr>
<td>CONTRACTS AND PURCHASE ORDERS: Delegation of authority to execute and deliver procurement contracts of any kind or nature, including contracts and/or purchase orders for the purchase of equipment, supplies, goods, and services.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $1,000,000 Charles Cobb, MBA, Associate Vice President, Supply Chain Management</td>
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<td>CONTRACTS AND PURCHASE ORDERS: Delegation of authority to execute and deliver procurement contracts and purchase orders for the routine purchase of equipment, supplies, goods, and services.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $500,000 Sourcing, Contracting and Purchasing Directors in Supply Chain Management</td>
</tr>
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<td>CONTRACTS AND PURCHASE ORDERS: Delegation of authority to execute and deliver procurement contracts and purchase orders for the routine purchase of equipment, supplies, goods, and services.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $100,000 Each Purchasing Specialist in Purchasing</td>
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<td>CONTRACTS AND PURCHASE ORDERS: Delegation of authority to execute and deliver procurement contracts and purchase orders for the routine purchase of equipment, supplies, goods, and services.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $100,000 Each Sr. Buyer in Purchasing</td>
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<tr>
<td>CONTRACTS AND PURCHASE ORDERS: Delegation of authority to execute and deliver procurement contracts of any kind or nature, including contracts and/or purchase orders for the purchase of equipment, supplies, goods, and services.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Not to Exceed $50,000 All Buyers in Supply Chain Management</td>
</tr>
<tr>
<td>CONTRACTS – REVENUE GENERATING AND NO COST CONTRACTS: Delegation of authority to execute and deliver revenue generating contracts of any kind or nature, up to a value not to exceed $500,000, and no cost contracts.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Value Not to Exceed $500,000 William Ward, Sr. Manager, Legal Contract Service</td>
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<td>CONTRACTS – LEASE OF STUDENT HOUSING: Delegation of authority to execute and deliver contracts for student housing.</td>
<td>Rule 10501, Section 5</td>
<td>Michael Serber, Assistant Vice President, Office of Financial Planning</td>
<td>February 1, 2008 (cont. September 1, 2008)</td>
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<td>AFFILIATION AGREEMENTS, PROGRAM AGREEMENTS, GRADUATE MEDICAL EDUCATION AGREEMENTS, AND LETTER AGREEMENTS FOR EDUCATIONAL EXPERIENCE: Delegation of authority to execute and deliver affiliation agreements and program agreements.</td>
<td>Rule 10501</td>
<td>W. P. Andrew Lee, M.D., Executive Vice President for Academic Affairs and Provost</td>
<td>August 1, 2021</td>
</tr>
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<td>AFFILIATION AGREEMENTS, PROGRAM AGREEMENTS, GRADUATE MEDICAL EDUCATION AGREEMENTS, AND LETTER AGREEMENTS FOR EDUCATIONAL EXPERIENCE: Delegation of authority to execute and deliver affiliation agreements and program agreements.</td>
<td>Rule 10501</td>
<td>Sherry C. Huang, M.D., Vice Provost and Senior Associate Dean for Education</td>
<td>February 1, 2024</td>
</tr>
<tr>
<td>PAYOR CONTRACTS AND MEDICARE/MEDICAID CERTIFICATIONS: Delegation of authority to execute and deliver payor contracts and Medicare/Medicaid Certifications.</td>
<td>Rule 10501</td>
<td>Jonathan Efron, M.D., Executive Vice President for Health System Affairs</td>
<td>December 21, 2023</td>
</tr>
<tr>
<td>REVENUE GENERATING HEALTH SYSTEM CONTRACTS; INDIVIDUAL PATIENT AGREEMENTS; AGREEMENTS FOR INFUSION THERAPY SERVICES: Delegation of authority to execute and deliver Revenue Generating Health System Contracts, Individual Patent Placement Agreements and Agreements for Infusion Therapy Services.</td>
<td>Rule 10501</td>
<td>Mark Meyer, Health System CFO</td>
<td>March 7, 2024 (eff. April 19, 2021)</td>
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<td>SPONSORED RESEARCH; RESEARCH CONTRACTS &amp; CONSORTIUM AGREEMENTS; CONFIDENTIAL DISCLOSURE AGREEMENTS; CLINICAL TRIAL AGREEMENTS: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research, research contracts &amp; consortium agreements, confidential disclosure agreements and clinical trials contracts on behalf of the Board. Any agreements exceeding $20,000,000 will require President’s concurrence.</td>
<td><strong>Rule 10501</strong></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>February 1, 2022</td>
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<td>SPONSORED RESEARCH; RESEARCH CONTRACTS &amp; CONSORTIUM AGREEMENTS; CONFIDENTIAL DISCLOSURE AGREEMENTS; CLINICAL TRIAL AGREEMENTS: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research, research contracts &amp; consortium agreements, confidential disclosure agreements and clinical trials contracts up to an amount not to exceed $5,000,000, on behalf of the Board.</td>
<td><strong>Rule 10501</strong></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>February 1, 2022</td>
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<tr>
<td>SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.</td>
<td><strong>Rule 10501</strong></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>April 18, 2016</td>
</tr>
<tr>
<td>SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other proposals for sponsored research (with no limit on value) and state, federal and other contracts for sponsored research not to exceed $500,000.</td>
<td><strong>Rule 10501</strong></td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>November 25, 2019 (eff. December 1, 2019)</td>
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<td>INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property up to a total value not to exceed $1 million. Includes typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.</td>
<td>Rule 10501; Rule 90101</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Total Value Not to Exceed $1,000,000 Denise Canales, Assistant VP for Technology Commercialization</td>
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<td>INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property. Includes typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.</td>
<td>Rule 10501; Rule 90101</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Dr. Marc Nivet, Executive Vice President for Institutional Advancement</td>
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<tr>
<td>DATA USE AGREEMENTS: Delegation of authority to execute and deliver Data Use Agreements.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Megan Marks, Associate Vice President, Sponsored Programs Administration</td>
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<td>CONTINUING EDUCATION LETTER AGREEMENTS: Delegation of authority to execute and deliver Continuing Education Related Letter Agreements.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Cameron Slocum, Vice President and Chief Operating Officer, Academic Affairs</td>
</tr>
<tr>
<td>HR EMPLOYEE AGREEMENTS AND FORMS: Delegation of authority to execute and deliver HR Employee Agreements and Forms.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Jeremy Falke, VP &amp; Chief HR Officer</td>
</tr>
<tr>
<td>IMMIGRATION DOCUMENTS: Delegation of authority to execute and deliver immigration documents.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Ching-Hsien Li, Manager, International Affairs</td>
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<td>IMMIGRATION DOCUMENTS: Delegation of authority to execute and deliver immigration documents.</td>
<td>Rule 10501</td>
<td>Daniel K. Podolsky, M.D. President</td>
<td>Mario Sanchez, Director, Office of International Affairs</td>
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| **DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS SOUTHWESTERN MEDICAL CENTER** |
|---|---|---|---|
| **HOLIDAY SCHEDULE:** Delegation of authority to approve annually the holiday schedule for the respective institutions. | **Rule 30201, Section 1** | Jonathan Pruitt, Executive Vice Chancellor for Business Affairs | President, The University of Texas |
| **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. | **Rule 70301, Article III, Section 51 Texas Constitution** | Jonathan Pruitt, Executive Vice Chancellor for Business Affairs | Chief Business Officer, U. T. Southwestern Medical Center |
| **CAMPUS LEASES – UT SOUTHWESTERN MEDICAL CENTER:** Delegation of authority to execute and deliver campus office leases. (See delegation memo for defined terms, conditions and limitations.) | **Rule 70301; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution** | Jonathan Pruitt, Executive Vice Chancellor for Business Affairs | Chief Business Officer, U. T. Southwestern Medical Center |

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**Board of Regents’ Rules and Regulations**

| 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.** | Rule 10501; Rule 90101, Sects. 15.1 and 15.3; UTS125 | Daniel H. Sharphorn, Vice-Chancellor and General Counsel | Presidents – 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. | Rule 10501 | Daniel H. Sharphorn, Vice-Chancellor and General Counsel | $75,000 or less | Chief Legal Officers* | November 8, 2023 |
| **Note:** Some institutions have more than one Chief Legal Officer, for the purposes of this delegation. See memo. | | | | |
| 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). | SB 1370 (86R); Rule 10501, Sects. 2.1 and 2.8 | Daniel H. Sharphorn, Vice-Chancellor and General Counsel | Chief Legal Officers – UT Institutions | July 30, 2019 (eff. September 1, 2019) |

*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 Southwestern Medical Center is $5,000,000, and the OGC threshold is $5,000,000 (see Rule 10501 and UTS145). Current as of 3/21/2024.

UTSMC - Page 11 of 11