

Delegation of Authority Matrix for The University of Texas Health Science Center at Houston

Delegated Authority	<u>Board of Regents' Rules and Regulations</u>	From Primary Delegate	To Secondary Delegates	Effective Date of Delegation
<p>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.</p>	Rule 60101, Section 5	Giuseppe N. Colasurdo, M.D., President	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p>Kevin J. Foyle, Vice President, Development and Public Affairs</p>	<p>April 1, 2011</p> <p>June 1, 2013</p>
<p>GIFTS OF SECURITIES Delegation of authority to accept gifts of securities provided that each gift is processed in accordance with all applicable laws, Board of Regents' Rules, policies, and the U.T. System Gift Acceptance Procedures, and is not a bequest, an interest in trust, a gift or other fund to establish or amend an endowment or quasi-endowment or other planned gift (such as a Charitable Remainder Trust) as defined in the U.T. System Gift Acceptance Procedures. Gifts of marketable securities must be transferred and sold through the Office of Development and Gift Planning Services at UT System prior to acceptance. Closely-held securities must be reviewed and processed by the Office of Development and Gift Planning Services prior to acceptance.</p>	Rule 60101, Sections 5 and 7	Giuseppe N. Colasurdo, M.D., President	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p>Kevin J. Foyle, Vice President, Development and Public Affairs</p>	<p>April 1, 2011</p> <p>June 1, 2013</p>

This chart provides only a brief description of the authority being delegated. Delegates will need to review relevant Regents' *Rules* and UT System Policies detailing the scope and restrictions related to each delegation. Delegations detailed herein may not be further delegated. All authority to execute and deliver contracts, agreements, instruments and other documents is subject to compliance with all applicable laws and regulations and all applicable provisions of the Regents' *Rules*.

<p>IRS FORMS 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.</p>	<p>Rule 60101, Section 8</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer Kevin J. Foyle, Vice President, Development and Public Affairs Devin Longuet, J.D., Senior Legal Officer</p>	<p>April 1, 2011 June 1, 2013 April 1, 2011</p>
<p>CONTRACTS FOR 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.</p>	<p>Rule 10501, Section 2</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer Michael Tramonte, Senior Vice President, Finance and Business Services</p>	<p>April 1, 2011 April 1, 2011</p>
<p>AFFILIATION AND PROGRAM AGREEMENTS Delegation of authority to execute and deliver affiliation and program agreements for educational experiences of students and residents.</p>	<p>Rule 10501, Section 2</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Michael Blackburn, Ph.D., EVP and Chief Academic Officer Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer George Stancel, Ph.D., EVP for Academic and Research Affairs</p>	<p>February 1, 2016 April 1, 2011 July 1, 2011</p>

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<p>SPACE LEASE AGREEMENTS 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. Certain Space Lease Agreements that are of such significance as to require the prior approval of the Board of Regents or have a value of more than \$1,000,000 must be approved by the Board of Regents prior to execution or contain an appropriate limitation like the following statement: This contract is not effective until approved by the Board of Regents of The University of Texas System.</p>	<p>Rule 10501, Rule 70301, Section 5</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p>Charlie Figari, VP and Chief Auxiliary Enterprise Officer</p> <p>William Stewart, VP, Facilities, Planning and Engineering</p>	<p>April 1, 2011</p> <p>February 1, 2016</p> <p>February 1, 2016</p>
<p>CAMPUS OFFICE LEASES **Delegation of authority to execute and deliver Campus Office Leases, including authority to execute and deliver amendments to Campus Office Leases. (Campus Office Lease - a lease of space in a U.T. building for which the Board of Regents is the lessor (landlord) and a third party or other U.T. institution is the lessee (tenant) and under which the lessee will use the leased space for general office uses only.)</p>	<p>Rule 70301, Part 2, Section 4; Rule 10501, Part 2, Section 6; UTS 145; and Article III, § 51 of the <i>Texas Constitution</i></p>	<p>Kirk Tames, Executive Director of Real Estate, UT System**</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer (Chief Business Officer)</p> <p>Charlie Figari, VP and Chief Auxiliary Enterprise Officer</p>	<p>April 1, 2011</p> <p>February 1, 2016</p>
<p>**This is a brief summary of Florence Mayne's, Executive Director of Real Estate, delegation of authority related to Campus Office Leases to UTHSC-Houston's Chief Business Officer Kevin Dillon on September 22, 2010. This supersedes Executive Vice Chancellor Scott C. Kelley's delegation from March 2, 2005. For a copy of Ms. Mayne's letter, contact the office of the Sr. EVP, Chief Operating and Financial Officer.</p>				

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<p>FACILITY USE AGREEMENTS **Delegation of authority to execute and deliver Facility Use Agreements, including authority to execute and deliver amendments to Facility Use Agreements. (Facility Use Agreement – a limited license to a third party to use all or a portion of a Special Use Facility on campus for a limited or intermittent period of time and in conjunction with the institution providing services related to that use. Special Use Facilities – those areas on campus that have been designated as Special Use Facilities in accordance with Regents’ <i>Rules and Regulations</i>, Series 80106.)</p>	<p>Rule 70301, Part 2, Section 4; Rule 10501, Part 2, Section 6; UTS 145; and Article III, § 51 of the <i>Texas Constitution</i></p>	<p>Kirk Tames, Executive Director of Real Estate, UT System**</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer (Chief Business Officer)</p> <p>Charlie Figari, VP and Chief Auxiliary Enterprise Officer</p>	<p>April 1, 2011</p> <p>February 1, 2016</p>
<p>**This is a brief summary of Florence Mayne’s, Executive Director of Real Estate, delegation of authority related to Facility Use Agreements to UTHSC-Houston’s Chief Business Officer Kevin Dillon on November 8, 2010. For a copy of Ms. Mayne’s letter, contact the office of the Sr. EVP, Chief Operating and Financial Officer.</p>				
<p>CONFIDENTIAL DISCLOSURE AGREEMENTS Delegation of authority to execute and deliver confidential disclosure agreements that relate to intellectual property matters at The University of Texas Health Science Center at Houston. 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.</p>	<p>Rule 10501 and Rule 90105, Sections 1 and 3</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Michael Blackburn, Ph.D., EVP and Chief Academic Officer</p> <p>Bruce D. Butler, Ph.D., VP of Research and Technology, Global Health Initiatives</p> <p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p>George Stancel, Ph.D., EVP for Academic and Research Affairs</p>	<p>February 1, 2016</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>July 1, 2011</p>

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<p>PURCHASE ORDERS Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services. Certain purchase orders that are of such significance as to require the prior approval of the Board of Regents or have a value of more than \$2,500,000 must be approved by the Board of Regents prior to execution or contain an appropriate limitation like the following statement: This contract is not effective until approved by the Board of Regents of The University of Texas System.</p>	<p>Rule 10501</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer (up to \$2,500,000)</p>	<p>November 13, 2015</p>
			<p>Richard Rawson, Assistant Vice President, Procurement (up to \$2,500,000)</p>	<p>November 13, 2015</p>
			<p>Michael Tramonte, Senior Vice President, Finance and Business Services (up to \$2,500,000)</p>	<p>November 13, 2015</p>
			<p><u>Purchases by Procurement:</u> Contract Managers (up to \$500,000)</p>	<p>April 1, 2011</p>
			<p>Contract Administrators (up to \$250,000)</p>	<p>April 1, 2011</p>
			<p>Senior Buyers (up to \$250,000)</p>	<p>February 1, 2016</p>
			<p>Angela Y. Rodriguez (up to \$250,000)</p>	<p>February 1, 2016</p>
			<p>Buyer II (up to \$100,000)</p>	<p>February 1, 2016</p>
<p>Procurement Analyst (Contract execution less than \$15,000)</p>	<p>February 1, 2016</p>			

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<p>PURCHASE ORDERS (Continued) Authority to Execute and Deliver Purchase Orders for the routine purchase of equipment, supplies, goods, and services. Certain purchase orders that are of such significance as to require the prior approval of the Board of Regents or have a value of more than \$2,500,000 must be approved by the Board of Regents prior to execution or contain an appropriate limitation like the following statement: This contract is not effective until approved by the Board of Regents of The University of Texas System.</p>	<p>Rule 10501</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p><i>Purchases by Auxiliary Enterprises:</i> James Smiley, Director, Parking and Shuttle Services (up to \$50,000)</p> <p>Diane Collard, Manager, Food and Travel Services, and Mobility Program Coordinator (up to \$50,000)</p> <p>Charlie Figari, VP and Chief Auxiliary Enterprise Officer (up to \$1,000,000)</p> <p>Ronda Mullane, Assistant to the VP and Chief Auxiliary Enterprise Officer (up to \$10,000)</p> <p>Robert Lozano, Director, Leasing and Property Management, (up to \$50,000)</p> <p><i>University Housing:</i> William Hinton, Director, Housing (up to \$50,000)</p> <p>Natanael M. Reyes, Maintenance Supervisor, Housing (up to \$25,000)</p> <p><i>Mail Services for Postage:</i> Wendy Payne, Director (up to \$40,000)</p>	<p>October 22, 2012</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>April 1, 2011</p> <p>April 1, 2011</p>
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<p>NEW CONSTRUCTION AND REPAIR AND REHABILITATION—MINOR PROJECTS Delegation of authority relating to new construction projects of \$1,000,000 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.</p>	<p>Rule 80403 and Rule 10501</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p>Charlie Figari, VP and Chief Auxiliary Enterprise Officer</p> <p>William Stewart, VP Facilities, Planning and Engineering</p> <p>Richard Rawson, Assistant Vice President, Procurement</p>	<p>April 1, 2011</p> <p>April 1, 2011</p> <p>February 1, 2016</p> <p>April 1, 2011</p>
<p>NEW CONSTRUCTION AND REPAIR AND REHABILITATION—MAJOR 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.</p>	<p>Rule 80404</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p>	<p>April 1, 2011</p>

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<p>CONTRACTS OF ANY KIND Delegation of authority to execute and deliver contracts of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services, but not including contracts for consulting services for more than \$2,500,000. Certain contracts that are of such significance as to require the prior approval of the Board of Regents or have a value of more than \$2,500,000 must be approved by the Board of Regents prior to execution or contain an appropriate limitation like the following statement: This contract is not effective until approved by the Board of Regents of The University of Texas System.</p>	<p>Rule 10501</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p> <p><i>Contracts for Auxiliary Enterprises:</i> Charlie Figari, VP and Chief Auxiliary Enterprise Officer (up to \$1,000,000)</p>	<p>November 13, 2015</p> <p>April 1, 2011</p>
<p>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 agreement. Electric sales agreements are approved by the Chancellor's delegate, Dr. Scott Kelly, Executive Vice Chancellor of Business Affairs, for The University of Texas System, pursuant to Rule 10501, Section 2.2.10 of the Regents' <u>Rules</u>.</p>	<p>Rule 10501, Section 2.2.10</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Richard Rawson, Assistant Vice President, Procurement</p> <p>Laura Lander, Contract Manager, Procurement</p>	<p>April 1, 2011</p> <p>April 1, 2011</p>

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<p>STATE AND FEDERAL CONTRACTS Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research that grant an interest in intellectual property on behalf of the Board. Non-governmental agreements for more than \$2,500,000 must be approved by the appropriate Executive Vice Chancellor. 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.</p>	<p>Rule 10501</p>	<p>Giuseppe N. Colasurdo, M.D., President</p>	<p>Michael Blackburn, Ph.D., EVP and Chief Academic Officer</p>	<p>February 1, 2016</p>
			<p>Victoria S. Briscoe, Assistant Director, Post-Award Finance, Sponsored Projects Administration</p>	<p>November 13, 2015</p>
			<p>Christopher Denman, Assistant Director, Contracts, Sponsored Projects Administration</p>	<p>February 1, 2016</p>
			<p>Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer</p>	<p>November 13, 2015</p>
			<p>Karen S. Niemeier, Director, Contracts, Sponsored Projects Administration</p>	<p>November 13, 2015</p>
			<p>Ronald L. Perez, Director, Post-Award Finance, Sponsored Projects Administration</p>	<p>November 13, 2015</p>
			<p>George Stancel, Ph.D., EVP for Academic and Research Affairs</p>	<p>November 13, 2015</p>
			<p>Krystal Renee Toups, Director, Grants, Sponsored Projects Administration</p>	<p>November 13, 2015</p>
			<p>Michael Tramonte, Senior Vice President, Finance and Business Services</p>	<p>November 13, 2015</p>

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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. Non-governmental agreements for more than \$2,500,000 must be approved by the appropriate Executive Vice Chancellor.	Rule 10501 and Rule 90105, Sections 1 and 3	Giuseppe N. Colasurdo, M.D., President	Kevin Dillon, Sr. EVP, Chief Operating and Financial Officer	November 13, 2015
			Michael Tramonte, Senior Vice President, Finance and Business Services	November 13, 2015

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