

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

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
GIFTS: Delegation of authority to accept certain gifts of securities in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 3</i>	Kirk A. Calhoun, M.D., President	<u>UT System Office of External Relations:</u> Julia K. Lynch, Director of Gift Planning Services Jan Hopson, Associate Director of Gift Planning Services Charlotte Hambrick, Associate Director of Gift Planning Services Karyn Kondoff, Asst. Director of Gift Planning Services	February 6, 2006
BANKING: Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 22201, Section 5.1</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
SPACE LEASE: Delegation of authority relating to execute and deliver space lease agreements with a value of \$1,000,000 or less.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
CONSTRUCTION: Delegation of authority relating to new construction projects of \$1,000,000 or less and for repair and rehabilitation projects of \$2,000,000 or less.	<i>Rule 80403</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
PURCHASE ORDERS: 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>Up to \$100,000</u> Bob Armstrong, Controller	December 1, 2015

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PURCHASE ORDERS: 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>Up to \$50,000</u> Candice Boyd, Procurement Officer	December 1, 2015
PURCHASE ORDERS: 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>Up to \$250,000</u> Joe Woelkers, Executive Vice President & Chief of Staff	November 1, 2011
PURCHASE ORDERS: 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>Up to \$80,000</u> Crystal Smith, Assistant Director of Purchasing	December 1, 2015
PURCHASE ORDERS: 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>Up to \$50,000</u> Gwen Cuba, Procurement Officer	December 1, 2015
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, goods, and services.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	<u>\$1,000,000 or more:</u> Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Ronica Harper, Satellite Buyer, Family Medicine Department	February 13, 2015
PURCHASE ORDERS (SATELLITE BUYER): 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>Up to \$4,999</u> Donna Smith, Satellite Buyer, Radiology/Oncology	September 1, 2012
PURCHASE ORDERS (SATELLITE BUYER): 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, President	<u>Up to \$4,999</u> Gail Watson, Satellite Buyer, Pharmacy Department	September 1, 2012

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PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Susan White, Satellite Buyer, Information Technology Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Valerie Collins, Satellite Buyer, Information Technology Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Tina McFarland, Satellite Buyer, Clinical Research Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Belinda Anderson, Satellite Buyer, Pathology Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Mary Cuthbert, Satellite Buyer, Central Sterile Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Shelly Hollis, Satellite Buyer, Surgical Services Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Brenda Gregerson, Satellite Buyer, Respiratory-Pulmonary Department	August 23, 2011

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PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Kasandra Harris, Satellite Buyer, Research Administration Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Yolanda Moore, Satellite Buyer, Biomedical Research Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Rita Thorn, Satellite Buyer, CPIDC Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Paula Austin, Satellite Buyer, CPIDC Department	August 23, 2011
PURCHASE ORDERS (SATELLITE BUYER): Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services.	<i>Rule 10501, Section 5</i>	Dr. Kirk Calhoun, President	<u>Up to \$4,999</u> Ernie Smith, Satellite Buyer, Physical Plant Department	August 23, 2011
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, but not including contracts for consulting services for more than \$250,000.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	<u>Up to \$250,000</u> Joseph F. Woelkers, Executive Vice President & Chief of Staff	November 1, 2011

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PROGRAM LETTER OF AGREEMENTS – ACGME ROTATION SITES – FAMILY RESIDENCY PROGRAM: Delegation of authority to execute and deliver a program letter of agreement for ACGME Rotation Sites for the Family Residency Program.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Robert Tompkins, MD, Family Medicine Residency Director	February 13, 2015
PROGRAM LETTER OF AGREEMENTS – ACGME ROTATION SITES – INTERNAL MEDICINE RESIDENCY PROGRAM: Delegation of authority to execute and deliver a program letter of agreement for ACGME Rotation Sites for the Internal Medicine Residency Program.	<i>Rule 10501</i>	Kirk A. Calhoun, M.D., President	Dr. Jeffrey Levin, Sr. VP, Clinical & Academic Affairs	February 13, 2015
ELECTRIC AND NATURAL GAS TRANSACTION CONFIRMATIONS: 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	Thomas Brunette, Director of Plant Operations and Engineering	January 10, 2012
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 5.3</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006

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SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research, including certifications and representations as to compliance with pertinent requirements.	<i>Rule 10501; Rule 90105, Sections 1 and 3</i>	Kirk A. Calhoun, M.D., President	David Anderson, Director, Pre-Award Services	December 26, 2014
SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal grants, contracts or proposals for sponsored research.	<i>Rule 10501, Section 5</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006
MATERIAL TRANSFER AGREEMENTS: 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	Steven Idell, M.D., Ph.D., Vice President for Research & Graduate Studies	September 14, 2011
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 10501 and Rule 90105, Sections 1 & 3</i>	Kirk A. Calhoun, M.D., President	David Anderson, Director, Pre-Award Services	September 1, 2012
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 10501 and Rule 90105, Sections 1 & 3</i>	Kirk A. Calhoun, M.D., President	Vernon Moore, Chief Financial Officer/Controller	February 1, 2006

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