

Delegations of Authority for The University of Texas at Dallas*

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 The University of Texas at Dallas.	<i>Rule 60101, Section 5; Section 7 UT System Gift Acceptance Procedures</i>	Dr. Richard C. Benson, President	Vice President for Development & Alumni Relations	January 1, 2017
GIFTS OF SECURITIES: Delegation of authority to accept current purpose gifts (as defined in Section 7 of the UT System Gift Acceptance Procedures) of securities to The University of Texas at Dallas 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>	Dr. Richard C. Benson, 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 Andria Brannon, Associate Vice Chancellor for Advancement Services	September 27, 2021
IRS FORMS RELATED TO GIFTS: Delegation of authority to execute certain IRS forms, including without limitation IRS Forms 8283 and 8282.	<i>Rule 60101, Sections 2 and 8</i>	Dr. Richard C. Benson, President	Vice President for Development & Alumni Relations	January 1, 2017
BANKING: Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 10501; UTS166, UTS167</i>	Dr. Richard C. Benson, President	Vice President for Budget and Finance	July 15, 2016
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>	Dr. Richard C. Benson, President	Assistant Vice President for Budget and Finance, Contracts Administration Assistant Vice President for Budget and Finance, Operations Director of Purchasing	July 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 Dallas is \$2,500,000, and the OGC threshold is \$1,000,000 (see Rule 10501 and UTS145). Delegation chart current as of 3/17/2022.*

Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with U.T. System Administration or between or among U.T. institutions for resources or services.	<i>Rule 10501</i>	Dr. Richard C. Benson, President	Vice President Chief of Staff Vice President Academic Affairs and Provost Vice President for Facilities & Economic Development Vice President for Budget and Finance Vice President for Research Associate Director, Office of Sponsored Projects Assistant Vice President for Budget and Finance - Contracts Administration Assistant Vice President for Budget and Finance - Operations Director of Purchasing Director of Contracts Administration Contracts Services Manager	November 13, 2019

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Board of Regents’ Rules and Regulations		From	Delegate	Date of Delegation
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>	Dr. Richard C. Benson, President	Vice President Chief of Staff Vice President Academic Affairs and Provost Vice President for Budget and Finance Vice President for Facilities & Economic Development Assistant Vice President for Budget and Finance, Contracts Administration Assistant Vice President for Budget and Finance, Operations Director of Purchasing Director of Contract Administration Contracts Services Manager	November 13, 2019
LIBRARY CONTRACTS: Delegation of authority to execute and deliver contracts for the purchase of library books, periodicals and subscriptions.	<i>Rule 10501</i>	Dr. Richard C. Benson, President	Dean of Libraries Vice President for Budget and Finance	July 15, 2016
AGREEMENTS WITH CORPORATE SPONSORS AND AGREEMENTS THAT GRANT AN INTEREST IN INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property on behalf of the Board. Also covers typical option and license agreements and research contracts with corporate sponsors; non-disclosure agreements and material transfer agreements.	<i>Rule 10501; Rule 90101, Sect. 15.1 and 15.3; UTS 125</i>	Dr. Richard C. Benson, President	Vice President for Research Associate Vice President for Innovation and Commercialization Senior Director for Sponsored Program Administration Associate Director for Sponsored Projects Director, Office of Technology Commercialization	September 8, 2020

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STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research on behalf of the Board.	<i>Rule 10501</i>	Dr. Richard C. Benson, President	Vice President for Research Associate Vice President for Innovation and Commercialization Senior Director for Sponsored Programs Administration Associate Director for Sponsored Projects	September 8, 2020
NATURAL GAS CONTRACT TRANSACTION CONFIRMATIONS: Delegation of authority to execute and deliver natural gas contract transaction confirmation documents authorized under natural gas contracts executed by an authorized representative of UT Dallas.	<i>Rule 10501</i>	Dr. Richard C. Benson, President	Vice President for Facilities & Economic Development	July 25, 2019
NEPOTISM DISCLOSURE STATEMENTS: Delegation of authority to review and provide written acknowledgement of Nepotism Disclosure Statements for Purchasing Personnel.	<i>Section 2262.004, Govt. Code; Section 2262.001, Govt. Code; Rule 10501; OGC Bulletin 2012-3</i>	Dr. Richard C. Benson, President	Terry Pankratz, Vice President of Budget and Finance	October 22, 2018

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<p>AGREEMENTS FOR CREDIT-BEARING STANDARD SPONSORED STUDENT PROJECT AND STANDARD SPONSORED SENIOR DESIGN PROJECTS: Delegation of authority to execute and deliver agreements for any credit-bearing standard Sponsored Student Project and standard Sponsored Senior Design Projects with U.S.-based corporate sponsors or government agencies on behalf of the Board. Agreements must be on unchanged, University-approved templates available on the UT Dallas web site.</p> <p>Delegation also covers typical non-disclosure agreements, data licenses, and material transfer agreements directly associated with standard Sponsored Student Projects and standard Sponsored Senior Design Projects.</p> <p>Delegation does not apply to any Sponsored Student Project or Sponsored Senior Design Project Agreement involving changes or addenda to the approved templates. Such non-standard Agreements shall be reviewed and executed in accordance with current UT Dallas delegations of authority for Agreements with Corporate Sponsors and Agreements that Grant an Interest in Intellectual Property.</p>	<p><i>Rule 10501; Rule 90101, Sections 15.1 and 15.3; UTS125</i></p>	<p>Dr. Richard C. Benson, President</p>	<p>Vice President Academic Affairs and Provost Associate Provost for Policy and Program Coordination</p>	<p>November 13, 2019</p>
<p>REAL ESTATE LEASES: Delegation of authority to execute and deliver Real Estate Leases, and amendments and renewals thereto, for the purpose of leasing or licensing space for use by the institution for institutional purposes. (See delegation memo for defined terms, conditions and limitations.)</p>	<p><i>Rule 70301, Section 6; Rule 10501, Section 1.3</i></p>	<p>Dr. Richard C. Benson, President</p>	<p>Vice President Chief of Staff Vice President for Facilities & Economic Development</p>	<p>September 27, 2021</p>

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Board of Regents’ Rules and Regulations	From	Delegate	Date of Delegation
DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS AT DALLAS			
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 for Business Affairs	Presidents, 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.	<i>Rule 70301, Section 4.3; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i>	Jonathan Pruitt, Executive Vice Chancellor for Business Affairs	Chief Business Officer, U. T. Dallas Vice President for Facilities and Economic Development, U. T. Dallas
CAMPUS LEASES – UT DALLAS: 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 for Business Affairs	Chief Business Officer, U. T. Dallas

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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 (UT INSTITUTIONS EXCEPT M.D. ANDERSON): 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
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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