

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 U. T. System Gift Acceptance Procedures) of securities to The University of Texas at Dallas.	<i>Rule 60101, Section 5; Article 2, Section 7 UT System Gift Acceptance Procedures</i>	Dr. Richard C. Benson, President	<u>UT System Office of External Relations:</u> Julia K. Lynch, Associate Vice Chancellor for Development and Gift Planning Services Marcia Inger Navratil, Director of Gift Planning Services Charlotte Hambrick, Director of Endowment Compliance and Development Operations	July 25, 2019
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 10/25/16, with the exception of certain Special Procedure Contracts, the Board approval threshold for UT Dallas is \$1 million, and the OGC threshold is \$500,000 (see Rule 10501 and UTS145). Delegation chart current as of 9/23/2019.*

Board of Regents’ Rules and Regulations		From	Delegate	Date of Delegation
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</i>	Dr. Richard C. Benson, President	Vice President Chief of Staff 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 Contracts Services Manager	August 7, 2019
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. Does not include authority to execute or deliver other contracts for which the authority to execute and deliver has been delegated to another person by me or the Regents’ Rules.	<i>Rule 10501</i>	Dr. Richard C. Benson, President	Vice President Chief of Staff 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 Contracts Services Manager	July 25, 2019

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
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; UTS125</i>	Dr. Richard C. Benson, President	Vice President for Research Senior Director for Sponsored Program Administration Associate Director for Sponsored Projects Director, Office of Technology Commercialization	September 17, 2019
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 Senior Director for Sponsored Programs Administration Associate Director for Sponsored Projects	September 17, 2019
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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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>	Scott C. Kelley, Executive Vice Chancellor for Business Affairs	Presidents, The University of Texas	September 1, 2010
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 template letter without material change in conformity with the instructions.	<i>Rule 70301, Part 2, Sections 4 and 10; Rule 10501</i>	Kirk S. Tames, Executive Director of Real Estate	Chief Business Officer, U. T. Dallas	January 16, 2019
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 template letter without material change in conformity with the instructions.	<i>Rule 70301, Part 2, Sections 4 and 10; Rule 10501</i>	Kirk S. Tames, Executive Director of Real Estate	Vice President for Facilities and Economic Development, U. T. Dallas	January 16, 2019
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; UTS126; Article III, Section 51 Texas Constitution</i>	Kirk S. Tames, Executive Director of Real Estate	Chief Business Officer, U. T. Dallas	January 18, 2018

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Board of Regents’ Rules and Regulations		From	Delegate	Date of Delegation
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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