

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 10501; UTS166; UTS167</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer | February 26, 2016 |
| BANKING: Delegation of authority to execute and deliver contracts for banking services. | <i>Rule 10501; UTS166; UTS167</i> | Kirk A. Calhoun, M.D., President | Kris Kavasch, Vice President, Chief Financial Officer | September 7, 2018 |
| 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</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer | March 2, 2016 |
| CONSTRUCTION: Delegation of authority to (1) appoint architects; approve plans and construction documents; and execute and deliver related contracts, agreements, guaranteed maximum price or stipulate sum proposals, and other documents with an anticipated value of \$1,000,000 or less; 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 of \$2,000,000 or less. | <i>Rule 80403</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer | March 2, 2016 |

**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 Health Science Center at Tyler is \$2.5 million, and the OGC threshold is \$2.5 million (see Rule 10501 and UTS145). Delegation chart current as of 8/20/2019.*

| Board of Regents' Rules and Regulations | | From | Delegate | Date of Delegation |
|--|-------------------|-------------------------------------|--|---------------------------|
| PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders of \$1,000,000 or more for the routine purchase of equipment, supplies, goods, and services. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | <u>\$1,000,000 or more:</u> Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer | February 26, 2016 |
| 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 \$500,000</u> Kris I. Kavasch, Vice President, Finance, Chief Financial Officer | March 6, 2017 |
| 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 \$100,000</u> Crystal Smith, Director, Purchasing/HUB Program | March 6, 2017 |
| 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 the routine purchase of equipment, supplies, goods, and services. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | <u>Up to \$4,999</u> Sarah Rojas | September 7, 2018 |
| PURCHASE ORDERS (SATELLITE BUYER): 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 \$4,999</u> Travis Carter | March 19, 2018 |
| 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> Pam Leight | August 24, 2017 |
| 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> Ronica Harper, Satellite Buyer, Healthcare Quality | May 2, 2017 |

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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</i> | Kirk A. Calhoun, M.D., President | <u>Up to \$4,999</u> Lesa Quencer | September 1, 2016 |
| 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 |
| 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> Christi Nelson, Satellite Buyer, Stores 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> Kassandra 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> Rita Thorn, Satellite Buyer, CPIDC Department | August 23, 2011 |

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| Board of Regents' Rules and Regulations | | From | Delegate | Date of Delegation |
|--|----------------------------------|-------------------------------------|--|---------------------------|
| 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 |
| 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> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer | February 26, 2016 |
| CONTRACTS: Delegation of authority to execute and deliver contracts up to \$500,000 of any kind or nature, including contracts for the purchase of equipment, supplies, goods, and services. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | <u>Up to \$500,000</u> Kris I. Kavasch, Vice President, Finance, Chief Financial Officer | March 6, 2017 |
| PROGRAM LETTER OF AGREEMENTS – ACGME ROTATION SITES – OCCUPATIONAL MEDICINE RESIDENCY PROGRAM: Delegation of authority to execute and deliver a program letter of agreement for ACGME Rotation Sites for the Occupational Medicine Residency Program. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | Dr. Jeffrey Levin, Sr. VP, Clinical & Academic Affairs | March 15, 2016 |
| 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 |

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| 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 | Kenneth Huffman, Director of Plant Operations June 26, 2017 |
| INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with The University of Texas System Administration or between or among institutions of The University of Texas System for resources or services. Any such contract or agreement shall provide for the recovery of the cost of services and resources furnished. | <i>Rule 10501, Section 2.7</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer March 2, 2016 |
| INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property. | <i>Rule 10501; Rule 90105, Sections 1 & 3</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer March 2, 2016 |
| SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | Dena Walton, Ph.D., Director, Pre-Award Services September 1, 2018 |
| SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research. | <i>Rule 10501</i> | Kirk A. Calhoun, M.D., President | Joseph F. Woelkers, Executive Vice President, Chief Operating Officer and Chief Business Officer March 2, 2016 |
| 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 | <u>Up to \$25,000</u> Anna Kurdowska, Ph.D., Director of Research December 6, 2018 |
| 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 | <u>Up to \$25,000</u> Steven Idell, M.D., Ph.D., Vice President for Research & Graduate Studies September 14, 2011 |
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| DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT TYLER | | | |
| 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 |
| 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. Health Science Center at Tyler |
| CAMPUS LEASES – UT HEALTH SCIENCE CENTER AT TYLER: 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 Officers, U. T. Health Science Center at Tyler |

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