

Delegations of Authority for The University of Texas Medical Branch at Galveston*

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 Medical Branch at Galveston; 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>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer April 5, 2018
GIFTS: Delegation of authority to accept certain gifts (other than real property or outdoor works of art) in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 3</i>	David L. Callender, President	Carolee A. King, JD, Senior Vice President & General Counsel September 19, 2013
GIFTS: Delegation of authority to accept certain gifts (other than real property or outdoor works of art) in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 3; Rule 60101, Section 2</i>	David L. Callender, President	Betsy B. Clardy, CFRE, Associate Vice President and Chief Development Officer July 17, 2008
GIFTS - IRS FORMS: Delegation of authority to execute necessary IRS forms relating to gifts.	<i>Rule 60101, Sections 2 and 8</i>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer April 5, 2018
BANKING: Delegation of authority to execute and deliver contracts for banking services, including IRS Form 8283 and 8282.	<i>Rule 10501; UTS 166; UTS 167</i>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer April 5, 2018
MINOR CONSTRUCTION PROJECTS AND MINORREPAIR AND REHABILITATION PROJECTS: Delegation of 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, for all new minor construction projects and minor repair and rehabilitation projects with an anticipated value under \$10,000,000.	<i>Rule 80403</i>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer February 1, 2019

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
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>	David L. Callender, President	Michael J. Shriner, Vice President for Facilities Services and Campus Services	December 4, 2007
SPACE LEASE: Delegation of authority to execute and deliver space lease agreements with a value of \$2,500,000 or less, for the purpose of easing space for use by the institution for institutional purposes.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to 2,500,000</u> Cheryl A. Sadro, MSM, CPA, Chief Financial	April 5, 2018
SPACE LEASE: Delegation of authority to execute and deliver space lease agreements.	<i>Rule 10501</i>	David L. Callender, President	Carolee A. King, JD, Senior Vice President & General Counsel	September 12, 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>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer	April 5, 2018
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>	David L. Callender, President	Carolee A. King, JD, Senior Vice President & General Counsel	September 19, 2013
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>	David L. Callender, President	Danny Blount, MBA, Director of Purchasing <u>In Blount's absence:</u> Norma Dryer, Purchasing Manager <u>or</u> Chris Gross, Purchasing Manager	November 1, 2017
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$1,000,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$1,000,000</u> Purchasing Managers, Procurement	November 1, 2017
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders up to \$250,000 for the routine purchase of equipment, supplies, goods, and services.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$250,000</u> Senior Team Leads, Purchasing Team Leads, Purchasing	August 1, 2014

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$100,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$100,000</u> Senior Acquisition Specialists	August 1, 2014
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$50,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$50,000</u> Acquisition Specialists	August 1, 2014
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Tracey Geml, Supply Coordinator, Materials Management	February 10, 2017
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to 25,000</u> Ricardo Mireles, Senior Supply Coordinator	September 24, 2014
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to 25,000</u> Donna Leach, Supply Coordinator, UTMB Health Angleton Danbury Campus	August 16, 2014
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Acquisition Associates	August 1, 2014
PURCHASE ORDERS - PHARMACY: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to pharmacy operations up to \$250,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$250,000</u> Mark A. Garcia, Senior Team Lead, Purchasing	August 18, 2015
PURCHASE ORDERS - PHARMACY: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the pharmacy up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Kevin J. Allen, Senior Procurement Officer	August 1, 2014

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Board of Regents’ Rules and Regulations		From	Delegate	Date of Delegation
PURCHASE ORDERS – DIRECT PATIENT CARE OPERATIONS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Charlotte Gonzales, Supply Coordinator	January 1, 2016
PURCHASE ORDERS – CARDIOLOGY CATHETERIZATION LABS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the Cardiology Catheterization Labs up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Charlotte Gonzales, Senior Supply Administrator	August 1, 2014
PURCHASE ORDERS – OPERATING/SURGICAL ROOMS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the Operating/ Surgical Rooms up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Sonja Kliver-Livingston, Senior Supply Coordinator, Nursing Administration – Perioperative	April 12, 2016
PURCHASE ORDERS – OPERATING/SURGICAL ROOMS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the Operating/ Surgical Rooms up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Kimberly L. Yates-Young, Supply Coordinator, Nursing Administration – Perioperative	April 12, 2016
PURCHASE ORDERS – OPERATING/SURGICAL ROOMS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the Operating/Surgical Rooms up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Candace Cappadona, Supply Coordinator	September 24, 2016

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PURCHASE ORDERS – OPERATING/SURGICAL ROOMS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to direct patient care operations for the Operating/Surgical Rooms up to \$25,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$25,000</u> Yvonne M. Rayborn, Procurement Assistant, Operating Room	August 12, 2014
PURCHASE ORDERS – RESEARCH SUB-AWARDS: Delegation of authority to execute and deliver purchase orders for the routine purchase of equipment, supplies, goods, and services related to research sub-awards up to \$250,000.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$250,000</u> Nancy Bricker, Administrative Operations Manager	May 1, 2017
PURCHASE ORDERS – SPONSORED PROGRAMS: Delegation of authority to execute and deliver purchase orders up to \$250,000 limited to sub-recipient award contracts in the University Office of Sponsored Programs.	<i>Rule 10501</i>	David L. Callender, President	<u>Up to \$250,000</u> Cheryl L. Anders, Administrative Coordinator	January 12, 2015
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>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer	April 5, 2018
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>	David L. Callender, President	Carolee A. King, Senior Vice President & General Counsel	September 27, 2011
CONTRACTS: Delegation of authority to execute and deliver contracts for the purchase of equipment, supplies, goods, and services that are subject to Texas Education Code 74.008, up to \$1,000,000.	<i>Texas Education Code 74.008; Rule 10501</i>	David L. Callender, President	<u>Up to \$1,000,000</u> Danny Blount, MBA, Director of Purchasing <u>In Blount's absence:</u> Norma Dryer, Purchasing Manager <u>or</u> Chris Gross, Purchasing Manager	November 1, 2017

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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 that are subject to Texas Education Code 74.008, up to \$250,000.	<i>Texas Education Code 74.008; Rule 10501</i>	David L. Callender, President	<u>Up to \$250,000</u> Purchasing Managers, Procurement	November 1, 2017
REVENUE CONTRACTS: Delegation of authority to execute and deliver revenue contracts of any kind or nature.	<i>Rule 10501</i>	David L. Callender, President	Becky Korenek, MBA, MHA, Senior Vice President, Strategic and Business Planning	April 5, 2018
REVENUE CONTRACTS: Delegation of authority to execute and deliver revenue contracts of any kind or nature.	<i>Rule 10501</i>	David L. Callender, President	Wayne Johnson, MBA, CPCM, Institutional Contracting Officer	March 29, 2017
CONTRACTS WITH PAYORS FOR HEALTH SERVICES TO A SINGLE PATIENT: Delegation of authority to execute and deliver contracts with payors for health care services to a single patient at rates equal to or above reimbursement rates approved by the Executive Vice President/Chief Business and Finance Officer.	<i>Rule 10501</i>	David L. Callender, President	Monica Carbajal, MBA, Vice President, Contracting Strategies	December 1, 2018
CONTRACTS WITH PAYORS FOR HEALTH SERVICES TO A SINGLE PATIENT: Delegation of authority to execute and deliver contracts with payors for health care services to a single patient.	<i>Rule 10501</i>	David L. Callender, President	Becky Korenek, MBA, MHA, Senior Vice President, Strategic and Business Planning	April 5, 2018

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
CONTRACTS - ELECTRIC TRANSMISSION UTILITIES AND NATURAL GAS TRANSPORTATION AND DISTRIBUTION UTILITIES: Delegation of authority to execute and deliver certain agreements with electric transmission utilities and natural gas transportation and distribution utilities related to extensions of service, installation and interconnection of facilities, and parallel operation of distributed generation (excluding agreements transferring an interest in real estate) that are necessary to complete major or minor construction and repair and rehabilitation projects previously approved by the Board of Regents of The University of Texas System in the Capital Improvement Program.	<i>Rule 10501; Rule 80310; Rule 80402; and 90403</i>	David L. Callender, President	Michael J. Shriner, AIA, MBA, Vice President, Business Operations and Facilities Steve LeBlanc, PE, MBA, Assistant Vice President, Facilities Risk Management	February 1, 2019
NATURAL GAS CONTRACTS: Delegation of authority to execute and deliver transaction confirmation documents under natural gas contracts executed and delivered by an authorized representative of UTMB.	<i>Rule 10501</i>	David L. Callender, President	Steve LeBlanc, PE, MBA, Assistant Vice President, Facilities Risk Management	February 1, 2019
NATURAL GAS CONTRACTS: Delegation of authority to execute and deliver transaction confirmation documents under natural gas contracts executed and delivered by an authorized representative of UTMB.	<i>Rule 10501, Section 5</i>	David L. Callender, President	Michael J. Shriner, Vice President for Facilities and Campus Services	September 1, 2007
ELECTRIC CONTRACTS: Delegation of authority to execute and deliver transaction confirmation documents authorized under electric contracts executed and delivered by an authorized representative of UT Medical Branch.	<i>Rule 10501</i>	David L. Callender, President	Steve LeBlanc, PE, MBA, Assistant Vice President, Facilities Risk Management	February 1, 2019
ELECTRIC CONTRACTS: Delegation of authority to execute and deliver transaction confirmation documents authorized under electric contracts executed and delivered by an authorized representative of UT Medical Branch.	<i>Rule 10501, Section 5</i>	David L. Callender, President	Michael J. Shriner, Vice President for Facilities and Campus Services	September 1, 2007

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS – ZERO DOLLAR: Delegation of authority to execute and deliver zero-dollar affiliation agreements and program agreements.	<i>Rule 10501</i>	David L. Callender, President	David A. Brown, PT, PhD, FAPTA, Senior Vice President and Dean, School of Health Professions	March 1, 2019
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS – ZERO DOLLAR: Delegation of authority to execute and deliver zero-dollar affiliation agreements and program agreements.	<i>Rule 10501</i>	David L. Callender, President	Dr. Anish Bhardwaj, MD, MBA	August 1, 2018
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS – ZERO DOLLAR: Delegation of authority to execute and deliver zero-dollar affiliation agreements and program agreements.	<i>Rule 10501</i>	David L. Callender, President	Dr. Charles P. Mouton, MD, MS, Vice Dean for Academic Affairs	February 1, 2018
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS – ZERO DOLLAR: Delegation of authority to execute and deliver zero-dollar affiliation agreements and program agreements.	<i>Rule 10501</i>	David L. Callender, President	Deborah J. Jones, RN, PhD, Senior Vice President and Dean, School Nursing	February 1, 2018
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS: Delegation of authority to execute and deliver affiliation agreements and program agreements.	<i>Rule 10501</i>	David L. Callender, President	David W. Niesel, PhD, Vice President and Dean Ad Interim, Graduate School of Biomedical Sciences	October 1, 2013
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS: Delegation of authority to execute and deliver affiliation agreements and program agreements.	<i>Rule 10501, Section 2</i>	David L. Callender, President	Donna K. Sollenberger, Executive Vice President and CEO UTMB Health System	September 24, 2009
AFFILIATION AGREEMENTS AND PROGRAM AGREEMENTS WITH CORRECTIONAL MANAGED CARE: Delegation of authority to execute and deliver standard affiliation and program agreements associated with correctional managed care.	<i>Rule 10501, Section 5</i>	David L. Callender, President	Owen J. Murray, M.D., Associate Vice President, Chief Physician Executive, UTMB Correctional Managed Care	July 17, 2008

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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 System Administration or between or among U.T. institutions 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>	David L. Callender, President	Cheryl A. Sadro, MSM, CPA, Chief Financial Officer	April 5, 2018
INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with System Administration or between or among U.T. institutions for resources or services.	<i>Rule 10501, Section 2.7</i>	David L. Callender, President	Carolee A. King, JD, Senior Vice President & General Counsel	September 19, 2013
CLINICAL TRIAL AGREEMENTS AND NON-DISCLOSURE AGREEMENTS RELATED TO STATE AND FEDERAL CONTRACTS OR PROPOSALS FOR SPONSORED RESEARCH: Delegation of authority to execute and deliver clinical trial agreements and non-disclosure agreements related to state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	David L. Callender, President	Lori Simon, RN, BSN, CCRP, Director of Clinical Research	February 1, 2017
SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research.	<i>Rule 10501</i>	David L. Callender, President	Erika LeGros, Research Operations Manager	February 1, 2019
SPONSORED RESEARCH: Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research.	<i>Rule 10501</i>	David L. Callender, President	Ericia Huff, Senior Manager of Research Operation	October 12, 2015
SPONSORED RESEARCH: Delegation of authority to execute and deliver state, federal and private grants, contracts or proposals for sponsored research.	<i>Rule 10501, Sections 2 and 5</i>	David L. Callender, President	Toni J. D'Agostino, Sponsored Programs	December 11, 2008

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Board of Regents' Rules and Regulations		From	Delegate	Date of Delegation
AGREEMENTS WITH CORPORATE SPONSORS AND AGREEMENTS THAT GRANT AN INTEREST IN INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver non-disclosure agreements and clinical trial agreements which grant an interest in intellectual property. Also covers typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.	<i>Rule 10501; Rule 90101, Sections 15.1 and 15.3</i>	David L. Callender, President	Lori Simon, RN, BSN, CCRP, Director of Clinical Research	February 1, 2017
INTELLECTUAL PROPERTY – NON-DISCLOSURE AGREEMENTS AND CLINICAL TRIAL AGREEMENTS: Delegation of authority to execute and deliver non-disclosure agreements and clinical trial agreements which grant an interest in intellectual property.	<i>Rule 10501; Rule 90105, Sections 1 and 3</i>	David L. Callender, President	Ericia Huff, Senior Manager of Research Operations	October 12, 2015
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property.	<i>Rule 90105, Sections 1 and 3; Rule 10501</i>	David L. Callender, President	Carolee A. King, JD, Senior Vice President & General Counsel	January 29, 2013
DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS MEDICAL BRANCH AT GALVESTON				
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

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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. Medical Branch at Galveston	January 16, 2019
CAMPUS LEASES – UT MEDICAL BRANCH AT GALVESTON: 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. Medical Branch at Galveston	January 18, 2018
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

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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

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