

**SYSTEM OFFICES**  
**THE TEXAS A&M UNIVERSITY – SAN ANTONIO**  
**President’s Delegation of Authority for Contract Administration**  
**Fiscal Year 2025**

**General Delegations:**

The Chancellor is delegated the authority to sign and approve contracts not specifically reserved by the Board of Regents in System Policy 25.07, *Contract Administration*. In accordance with System Policy 25.07, §6, the Chancellor may delegate authority to deputy chancellors, vice chancellors, **CEOs** or others to sign and approve these contracts. Furthermore, in accordance with System Policy 25.07, §6, the Chancellor has **delegated to CEOs the authority to sign and approve contracts described in System Policy 25.07, §3, regardless of dollar value, with the exception of contracts described in System Policy 25.07, §3(b), and CEOs may delegate such authority to designees.**

In accordance with System Policy 25.07.01, *Contract Administration, Delegations and Reporting*, the Delegation of Authority for Contract Administration for all contracts is shown on the following pages. In case of unavailability of the person who has the delegated authority, the President is delegated the authority to execute the contract.

\*Please be aware that the monetary categories noted in the below delegation of authority are subject to Board of Regents approval for certain contracts in accordance with System policies and regulations. In accordance with System Policy 25.07, §2, certain contracts that involve or exceed an annual consideration of \$500,000 or more or are longer than 5 years must be approved by the Board of Regents. Such dollar threshold does not apply to contracts described in System Policy 25.07, §3.

**Legend:**

AVC	Associate Vice Chancellor	PD	Executive Director, Procurement
AD	Athletic Director	PI	Principal Investigator/Research
AVP/CHRO	Assoc. VP - Chief Human Resources Officer	P/VPAA	Provost/Vice President of Academic Affairs
AVPF/C	Associate Vice President for Finance/Controllor	SERO	System Energy Resource Office
BOR	Board of Regents	SOBA	System Office of Budgets & Accounting
CA	Contract Administrator	SP	System Policy
CEO/P	Chief Executive Officer/President	SR	System Regulation
CFO/VPBA	Chief Financial Officer/VP Business Affairs	SREO	System Real Estate Office
CIO	Chief Information Officer	SRS	Sponsored Research Services-Director, Assoc. Executive Director & Exec. Director
DSP	Director of Sponsored Programs		
DITB-UCP	Director, IT Business, University Contracts/Procurement	System	The Texas A&M University System

ED-BA	Executive Director, Business Affairs	TI	Texas A&M Innovation
ED-OP	Executive Director of Operations	TIC	Texas A&M Technology Commercialization
FD	Facilities Director	VCBA	Vice Chancellor for Business Affairs
FPC	Facilities, Planning & Construction	VCR	Vice Chancellor for Research
HUB	Historically Underutilized Businesses	VPEM	Vice President-Enrollment Management
IT1S	IT-Security	VP-MARCOM	Vice President-Marketing & Communication
OGC	Office of General Counsel	VPSSE	Vice President-Student Success & Engagement

**Notes:**

- 1 REQUIRED GENERAL COUNSEL REVIEW (System Policy 25.07, §4): Unless otherwise stated in System Policies or System Regulations, all contracts that have a stated or implied consideration of \$200,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency, unless exempted under the OGC contract review procedures and checklist that have been approved by the chancellor.
- 2 All contracts for goods or services must comply with System Regulation 25.07.03, *Acquisition of Goods and/or Services*. All purchases shall comply with state statutes relating to contracting with historically underutilized businesses and procurement of goods and services from persons with disabilities.
- 3 It is the responsibility of the person noted in the “**Typical Routing for Departmental Review**” section to signify in writing (via email or memorandum) that they have reviewed the contract before sending it to the next person on the list. It is the responsibility of the person noted in the “**Authorization to Execute Contracts**” sections to so note the complete routing and review certifications before signing the contract.
- 4 Government Code 2261.253 requires state agencies to post contracts for the purchase of goods or services from a private vendor that are valued at \$15,000 or greater if using institutional funds and all contracts using appropriated funds. Please forward copies of all agreements to Texas A&M University Contract Management to ensure proper reporting is completed.
- 5 Questions regarding contract administration should be directed to the Texas A&M-SA’s Office of Contracts Administration Rule 25.07.99.S1, Contract Administration.
- 6 University does not recognize contracts signed by Texas A&M University-San Antonio (TAMUSA) employees or agents as binding on the Texas A&M University-San Antonio (TAMUSA) unless the employee who signed the contract has duly delegated signature authority.
- 7 Employees who sign contracts purporting to bind the Texas A&M University-San Antonio (TAMUSA) without authority may be personally liable to the contractor and the University, and may be subject to Texas A&M University-San Antonio (TAMUSA) disciplinary action, up to and including dismissal or discharge for cause.

- 8 Contracts, including electronic agreements, signed without proper authority shall not be binding on the Texas A&M University-San Antonio (TAMUSA).
- 9 All previous delegations of authority are superseded and rendered void as of the effective date of this regulation.
- 10 Deputy Director and Director of RELIS Campus are only authorized to sign contracts/agreements involving the RELIS Campus.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<b>1. ADVERTISING AGREEMENTS</b>			
1.1 Advertising Agreements	<ul style="list-style-type: none"> <li>• VP-MARCOM</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CA</li> <li>• DITB-UCP</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS</b>			
2.1 Agreement with Foreign Governmental Bodies and Federal, State, or Local Governmental Entities	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
2.2 Private Companies & Foundations	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
<b>3. ARTICULATION AGREEMENTS</b>			
3.1 Agreements with other institutions of higher education regarding transfer of courses	<ul style="list-style-type: none"> <li>• VPEM</li> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>4. ATHLETIC AGREEMENTS</b>			
4.1 Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"> <li>• AD</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
4.1.1 Athletic Game Guarantees	<ul style="list-style-type: none"> <li>• AD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• AVPF/C</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
4.2 Athletic Event Sponsorship	<ul style="list-style-type: none"> <li>• AD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
4.3 Transportation Purchase Order Contracts	<ul style="list-style-type: none"> <li>• AD</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
4.4 Hotel Purchase Order Contracts	<ul style="list-style-type: none"> <li>• AD</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
4.5 Athletic Facility Rental Agreements <i>Limited use of System property by outside entities.</i>	See Section 23.8.1 herein.	See Section 23.8.1 herein.	See Section 23.8.1 herein.
4.6 Recreational Sports Event Sponsorship	<ul style="list-style-type: none"> <li>• AD</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>5. COLLECTION AGENCY AGREEMENTS</b>			
5.1 Collection of Accounts ( <i>See 5.1.1 below</i> ). <i>All collection agency contracts, extensions and renewals are subject to and conditioned upon express written approval of the State Attorney General.</i>			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
5.1.1 Collection Agency Agreements <i>General Counsel acts as liaison to the Attorney General and shall retain executed copies (not originals) and approve all collection agency contracts for the System and its members.</i>	<ul style="list-style-type: none"> <li>• Department Head</li> <li>• CFO/VPBA</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President, CFO or PD executes and OGC and the State Attorney General approve prior to Vendor execution</li> </ul>	
<b>6. CONSTRUCTION CONTRACTS (SP 51.02, 51.04, SR 51.04.01) - Monetary categories above do not apply to this section</b>			
6.1 Minor Projects (Less than \$4,000,000)	<ul style="list-style-type: none"> <li>• FD</li> <li>• ED-OP</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>	
6.2 Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<ul style="list-style-type: none"> <li>• FD</li> <li>• ED-OP</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>	
6.3 Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"> <li>• FD</li> <li>• ED-OP</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>	
<b>7. CONSULTING AGREEMENTS</b>			
7.1 Statutory Consulting Agreements <i>Acquisition of consulting services as defined by Texas Government Code § 2254.021.</i>	See Section 27.7 herein.	See Section 27.7 herein.	See Section 27.7 herein.
7.2 Statutory Consulting Agreements <i>Providing consulting services to 3<sup>rd</sup> parties</i>	See Section 26.1 herein.	See Section 26.1 herein.	See Section 26.1 herein.
<b>8. DONOR AGREEMENTS (including consent to those with Affiliated Organizations) (SP 21.05, SR 21.05.01)</b>			
8.1 Personal Property (including cash or cash equivalents) with Restrictions (including indemnification) on Acceptance	<ul style="list-style-type: none"> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• SREO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>(including cash or cash equivalents)</i> See SP 21.05.	<ul style="list-style-type: none"> <li>• SOBA</li> <li>• OGC Review</li> </ul>		
8.2 Personal Property <i>(including cash or cash equivalents)</i> without Restrictions on Acceptance <i>(including naming rights/recognition)</i> See SP 21.05.	<ul style="list-style-type: none"> <li>• SRS</li> <li>• CFO/VPBA</li> <li>• SREO</li> <li>• SOBA</li> <li>• OGC Review</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
8.3 Real Property <i>(including all bequests)</i> All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.	See Section 23.3 herein.	See Section 23.3 herein.	See Section 23.3 herein.
8.4 Intellectual Property Gifts	See Section 16.7 herein	See Section 16.7 herein.	See Section 16.7 herein.
<b>9. EMPLOYMENT APPOINTMENTS</b>			
9.1 Faculty Offer Letters <i>(Conditional letters of appointment to faculty)</i>			
9.1.1 Approval of Appointment Offers – Tenure with Appointment <i>(Rank of Professor, Associate Professor)</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• Board of Regents</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• Board of Regents</li> <li>• Chancellor</li> </ul>
9.1.2 Approval of Appointment Offers – Tenure-Track Faculty Appointments <i>(Rank of Associate Professor, Assistant Professor, Instructor)</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• Board of Regents</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• Board of Regents</li> <li>• Chancellor</li> </ul>
9.1.3 Approval of Appointment Offers – Non-Tenure Track Appointments <i>(e.g. Visiting Faculty Titles &amp; Lecturer Titles)</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
9.1.4 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Dean, Interim Dean, Acting Dean</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
9.1.5 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Academic Department Head, Interim Head, Acting Head</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
9.1.6 Approval of Appointment Offers – Appointment and accompanying salary changes for faculty members appointed as <i>Director of an Academic Administrative Services Center or Institute</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
9.1.7 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Dean</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
9.1.8 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Department Head, Departmental Division Head</i>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
9.1.10 Continuing and Extension Education	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
9.1.11 Other Instructional Agreements – Temporary Hires ( <i>part-time faculty, adjunct faculty</i> )	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
9.1.12 Off-Campus Instruction	<ul style="list-style-type: none"> <li>P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA (Up to \$300,000)</li> <li>CEO/President (Over \$300,000)</li> </ul>
9.1.13 Graduate Assistants ( <i>initial employment agreement for graduate student assistants</i> )	<ul style="list-style-type: none"> <li>P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA (Up to \$300,000)</li> <li>CEO/President (Over \$300,000)</li> </ul>
<b>9.2 Non-Faculty Employment Appointments</b>			
9.2.1 Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>
9.2.2 Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>
9.2.3 Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	<ul style="list-style-type: none"> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>
<b>10. EMPLOYEE BENEFITS CONTRACTS – Benefits Administration</b>			
10.1 Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"> <li>AVP/Chief Human Resources Officer</li> <li>PD</li> <li>CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>CA</li> <li>DITB-UCP</li> <li>AVPF/C</li> <li>CFO/VPBA</li> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA (up to \$300,000)</li> <li>AVPF/C (up to \$300,000)</li> <li>CEO/President (Over \$300,000)</li> </ul>
<b>11. EQUIPMENT LEASE AGREEMENTS</b>			
<i>TAMUSA as Lessor</i>			
11.1 Equipment Lease with Purchase Option <i>Non-employee (former faculty, research sponsor, etc.) rental for a specific period with fixed purchase option of TAMUSA-owned equipment.</i>	<ul style="list-style-type: none"> <li><b>CFO/VPBA</b></li> <li><b>ED/OP</b></li> </ul>	<ul style="list-style-type: none"> <li>CA</li> <li>DITB-UCP</li> <li>AVPF/C</li> <li>CFO/VPBA</li> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA (up to \$300,000)</li> <li>AVPF/C (up to \$300,000)</li> <li>CEO/President (Over \$300,000)</li> </ul>
11.2 Equipment Lease for TAMUSA -Related Activities <i>Non-employee (student, conference, etc.)</i>	<ul style="list-style-type: none"> <li><b>CFO/VPBA</b></li> <li><b>ED/OP</b></li> </ul>	<ul style="list-style-type: none"> <li>CA</li> <li>DITB-UCP</li> <li>AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>CFO/VPBA (up to \$300,000)</li> <li>AVPF/C (up to \$300,000)</li> </ul>



TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>rental for a specified period of TAMUSA - owned equipment.</i>		<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President (Over \$300,000)</li> </ul>
11.2.1 Rental Vehicles <i>(Non- TAMUSA Lessee)</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> <li>• ED-OP</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
11.2.2 Equipment	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> <li>• ED-OP</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>TAMUSA as Lessee</b>			
11.3 Equipment Lease with Purchase Option <i>Rental of equipment for TAMUSA use with fixed option to purchase within a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> <li>• ED-OP</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CEO/President DITB-UCP</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• P/CEO P/CEO</li> </ul>
11.4 Equipment Lease (Rental) <i>Rental of equipment for TAMUSA use for a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> <li>• ED-OP</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• P/CEO P/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• P/CEO P/CEO</li> </ul>
<b>12. FEDERAL &amp; STATE REGULATORY AGREEMENTS</b>			
12.1 Permits, Licenses, Declarations, Applications Filed with Regulatory Agencies	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
<b>13. FINANCIAL CONTRACTS – Treasury Services</b>			
13.1 System Depositories (SP 22.02)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<b>13.2 Investment Management (SP 22.02)</b>			
13.2.1 Investment Consultants and Advisors (subject to provisions of Section 27 Consultant Agreements)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
13.2.2 Investment Management (SP 22.02)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
<b>13.3 Debt Management (SP 23.02, RFS, HEF and PUF)</b>			
13.3.1 Financial Advisors (subject to provisions of Section 27 Consultant Agreements)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
13.3.2 Bond Counsel (See Section 19.2 Legal)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> </ul>
13.4 Other Banking Functions (Custodial agreements, securities lending agreements, payment card contracts)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
<b>14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE) (NON-RESEARCH RELATED)</b>			
14.1 Grants (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> <li>• SRS</li> <li>• Division Head</li> <li>• P/VPAA</li> <li>• AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
14.2 Student Financial Aid	<ul style="list-style-type: none"> <li>• Division Head</li> <li>• P/VPAA</li> <li>• AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>• VP/SSE</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
14.3 Funding Agreements (Academic)	<ul style="list-style-type: none"> <li>• SRS</li> <li>• P/VPAA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (Up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
14.4 Funding Agreements <i>(Non-Academic; Non-Sponsored Research)</i>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
<b>15. INSURANCE-PARTIAL RISK TRANSFER CONTRACTS – Risk Management and Safety</b> (Retention of Predetermined Limited Risk with Contractual Transfer of Excess Risk Exposure)			
15.1 Fleet Automobile and Motor Driven Liability Contract (Motorized autos and machinery driven by System employees.) Contract reviewed by the State Board of Insurance, Attorney General’s Office and the Texas Building and Procurement Commission.	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.2 Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.3 Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.4 Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User) NOTE: <b><i>The Office of Risk Management is responsible for all System-based Partial Risk Transfer Contracts. Risk Management must be contacted before any insurance is purchased.</i></b>	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.5 Workers’ Compensation Insurance Claims processing or settlement	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> <li>• General Counsel</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
15.6 Administrative Contracts	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
<b>16. INTELLECTUAL PROPERTY (SP 17.01) - Monetary categories above do not apply to this section</b>			
16.1 Technology Transfer			
16.1.1 Patent License Agreement ( <i>Technology Transfer</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.2.1 Non-Patent License Agreement ( <i>Technology Transfer</i> ) (System controlled or owned) trade secrets; non-patentable inventions/know-how; Plant Variety Protection Act; copyrights; etc.	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.2.2 Non-Patent License Agreement ( <i>Technology Transfer</i> ) (Member controlled or owned) copyrights that are not assigned to System for commercialization	<ul style="list-style-type: none"> <li>• CEO/President OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President executes</li> </ul>	
16.1.3.1 Trademark and Service Mark License (System controlled or owned)	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.3.2 Trademark and Service Mark License (Member owned trademark licensed along with System IP)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.1.3.3 Trademark and Service Mark License (Member owned and	<ul style="list-style-type: none"> <li>• CEO/President OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
System owned trademark of Member's name)			
16.1.4.1 Software License (In-Bound)	See Section 22.3 herein.	See Section 22.3 herein.	
16.1.4.2 Software License (Out-Bound) System Owned	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.4.3 Software License (Out-Bound) Member Owned	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO executes</li> </ul>	
16.1.5 Option Agreement for future License of Intellectual Property	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.6 Inter-Institutional Agreement ( <i>educational institutions</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.7.1 Assignment of Intellectual Property to Third Party ( <i>IP does not exist at time of Sponsored Research Agreement</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves waiver of ownership of IP created under Sponsored Research Agreement</li> <li>• Upon creation of IP, assignment executed by VCR</li> </ul>	
16.1.7.2 Assignment of Intellectual Property to Third Party ( <i>Existing IP</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• Assignment executed by VCR</li> </ul>	
16.1.8 Intellectual Property Release to IP Creator	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.9.1 Material Transfer or Evaluation Agreement covering System Intellectual Property** ( <i>Commercial and Non-Commercial</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
** IP that is covered by an IP disclosure or is a declared variety, and TI is managing			
16.1.9.2 Other Material Transfer or Evaluation Agreements	<ul style="list-style-type: none"> <li>See Section 24.6</li> </ul>	<ul style="list-style-type: none"> <li>See Section 24.6</li> </ul>	
<b>16.2 Disclosure and Protection of Intellectual Property</b>			
16.2.1 Invention/Software Copyright Disclosure	<ul style="list-style-type: none"> <li>IP Creator</li> <li>TI</li> <li>ECO</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	
16.2.2.1 IP Creators Sharing Agreement (usually included in IP Disclosure)	<ul style="list-style-type: none"> <li>IP Creators</li> <li>TI</li> </ul>	<ul style="list-style-type: none"> <li>If IP Creators cannot agree within 3 months of disclosure, then VCR decides sharing for IP Creators</li> </ul>	
16.2.2.2 IP Creators Multiple IP Relative Weight Agreement	<ul style="list-style-type: none"> <li>IP Creators</li> <li>TI</li> <li>OGC</li> </ul>	<ul style="list-style-type: none"> <li>If IP Creators still employed at System cannot agree within 3 months of execution of a license, then VCR decides relative weighting of IP in license agreement</li> </ul>	
16.2.3 Intellectual Property Application and Prosecution (patents; copyright registrations; trademark applications; plant variety protection act certificates)	<ul style="list-style-type: none"> <li>IP Creator</li> <li>TI</li> <li>OGC for trademarks</li> </ul>	<ul style="list-style-type: none"> <li>TI controls prosecution and registrations</li> </ul>	
16.2.4 Intellectual Property Application and Prosecution for Member Owned Copyrights and Trademarks (copyright registrations and trademark applications)	<ul style="list-style-type: none"> <li>IP Creator</li> <li>CEO</li> <li>TI (copyright only)</li> <li>OGC for trademarks</li> </ul>	<ul style="list-style-type: none"> <li>TI controls prosecution and registrations (copyright only)</li> <li>CEO approves expenses for member</li> </ul>	
16.3 Collegiate Licensing	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>CEO/President</li> </ul>	
16.4 Nondisclosure/Confidentiality Agreements			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
16.4.1 Nondisclosure/Confidentiality Agreements Relating to Commercialization of System Intellectual Property**  ** IP that is covered by IP disclosure or is a declared variety	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.4.2 Nondisclosure/Confidentiality Agreements Not Relating to Commercialization of System Intellectual Property	See Section 24.5	See Section 24.5	
16.5 Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TI and Non-System entities ( <i>includes promotion of collaboration for: commercializing System IP; obtaining investors for companies licensing System IP; research investment by entities in a foreign country; and promoting history of System students and foreign country</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.6 Business Entity to Commercialize System Intellectual Property			
16.6.1 Creation of System Business Entity to Commercialize System Intellectual Property	<ul style="list-style-type: none"> <li>• CEO (If Member sponsored creation of Entity)</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
16.6.2 Investing in a Business Entity Having a License to System Intellectual Property	<ul style="list-style-type: none"> <li>• CEO (if Member sponsored investment)</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	
<b>16.7 Intellectual Property Gifts</b>			
16.7.1 IP Offer to System in Exchange for Royalty Sharing	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	
16.7.2 IP Offer to Member in Exchange for Royalty Sharing	<ul style="list-style-type: none"> <li>• OGC</li> <li>• TI (if patent)</li> <li>• VCR (if patent)</li> </ul>	<ul style="list-style-type: none"> <li>• Member CEO via OGC process</li> <li>• VCR (if patent)</li> </ul>	
16.7.3 IP Offer to System of Charitable Gift	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• SOBA</li> <li>• VCR</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or VCR</li> </ul>	
16.7.4 IP Offer to Member of Charitable Gift	<ul style="list-style-type: none"> <li>• CEO/President OGC</li> <li>• TI (if patent)</li> <li>• VCR (if patent)</li> </ul>	<ul style="list-style-type: none"> <li>• Member CEO</li> <li>• VCR (if patent)</li> </ul>	
16.8 Misc. Intellectual Property Agreements and agreements ancillary to intellectual property agreements	<ul style="list-style-type: none"> <li>• OGC</li> <li>• TI</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR</li> </ul>	
<b>17. INTER-AGENCY and INTER-LOCAL AGREEMENTS</b>			
17.1 Inter-Agency Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) another</i>	<ul style="list-style-type: none"> <li>• PD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• ED-OP</li> <li>• AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> </ul>



TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>STATE AGENCY governed by Texas Government Code Chapter 771</i>		<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• P/CEO P/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President (Over \$300,000)</li> </ul>
17.2 Inter-Local Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) a LOCAL GOVERNMENT governed by Texas Government Code Chapter 791</i>	<ul style="list-style-type: none"> <li>• PD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>18. INTRA-SYSTEM AGREEMENT</b>			
18.1 Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other System members.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>19. LEGAL (SP 09.04, SR 09.04.01)</b>			
19.1 Litigation (See 19.1.1 below) <i>All settlements shall have concurrence of the TAMUS CEO and General Counsel and where required, the approval of the State Attorney General.</i>			
19.1.1 Approval to Settle: <b>\$100,000 or less General Counsel</b> <b>\$100,000 to \$300,000 Chancellor</b> <b>More than \$300,000 BOR</b>	<ul style="list-style-type: none"> <li>• OGC</li> <li>• Chancellor</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor (more than \$300K BOR)</li> </ul>
19.2 Outside Legal Counsel <i>General Counsel acts as liaison to the Attorney General and shall retain, manage and approve all outside counsel for the System and its members.</i>	<ul style="list-style-type: none"> <li>• Department Head</li> <li>• OGC</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>
<b>20. MEMORANDA OF AGREEMENT/UNDERSTANDING – ACADEMIC</b>			
20.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between TAMUSA and non-TAMUSA entities; contracts to perform educational</i>	<ul style="list-style-type: none"> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>and service activities consistent with the TAMUSA mission.</i>			
20.2 Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	<ul style="list-style-type: none"> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
20.3 International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
20.4 International Study Abroad Program	<ul style="list-style-type: none"> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
20.5 Training Affiliation ( <i>internships</i> ) <i>Documents mutual obligations to establish training [internship opportunities] for TAMUSA’s students.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
20.6 Work Study Program Agreements	•	•	•
<b>21. MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC</b>			
21.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents commitments between TAMUSA and non-TAMUSA entities that are non-academic in nature.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• PD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>22. PURCHASE AGREEMENTS (TAMUSA acquiring goods and services not addressed in Section 27)</b>			
22.1 TAMUSA Purchase Orders <i>Purchase of goods or services from outside vendor using standard forms promulgated by TAMUSA, which are processed through the appropriate bid</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• PD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>process in accordance with TAMUSA policies and State requirements.</i>			
22.2 Vendor Purchase Orders <i>Purchase of goods or services from outside vendor using vendor supplied document or negotiated agreement.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• PD</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.3 Software License Agreements <i>Contract for use of computer software using vendor supplied document/agreement or System standard forms.</i>			
22.3.1 Department <i>Contract limiting application to specific Department.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• ITS</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.3.2 System Offices <i>Contract providing System Office or System-wide computing application.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• ITS</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.3.3 Intellectual Property (not through TI) <i>Contract containing IP Provisions</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• VP/SSE</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/President</li> </ul>
22.4 Memberships <i>Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.4.1 Professional/Service Associations <i>Purchase by TAMUS on behalf of an individual, group or the institution of a membership in a</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<i>professional or service organization.</i>			
22.4.2 Social/Individual Purchase by TAMUSA on behalf of an individual of a membership in a social organization.	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.5 Library Acquisitions Books, subscriptions, reference materials, memberships purchased for the express purpose of obtaining publications. Database services and lease agreements for electronic library materials.	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.6 Library Subcontracts TAMUSA library subcontracts to provide off-campus library services.	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.7 Commercial Licenses ( <i>Chick-Fil-A, etc.</i> )	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.9 Partial Sale, Partial Gift Purchases (See SP 22.05, §3)	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• P/CEO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• See SP 21.05, §3</li> </ul>	<ul style="list-style-type: none"> <li>• See SP 21.05, §3</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
22.10 Financing Service Agreements related to the acquisition of good or services.	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
22.11 Purchasing Agreements not classified elsewhere	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>23. REAL PROPERTY TRANSACTIONS (SP 41.01, SR 41.01.01)<sup>1</sup> - Monetary categories above fo not apply to this section</b>			
23.1 Purchase of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• BOR approval required if consideration is over \$1,000,000</li> <li>• Chancellor or S-CFO approves and executes purchases of \$1,000,000 or less</li> </ul>	
23.2 Condemnation of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> <li>• Chancellor or S-CFO</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor, S-CFO or General Counsel executes all documents <b>(after BOR approval)</b></li> </ul>	
23.3 Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i> ○ <i>SOBA and OGC must approve prior to CEO accepting gift.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO and/or SLMO</li> <li>• OGC</li> <li>• SOBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO can accept after approval of OGC and SOBA</li> <li>• S-CFO can accept after approval of OGC and SOBA if property is gifted/bequested to System Offices</li> </ul>	
23.4 Sale or Exchange of Real Property <i>Per SP 41.01, §3 and SR 41.01.01, §4:</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO executes after BOR approval, if necessary</li> </ul>	

<sup>1</sup> Per *SP 41.01.01, §1.5*, for each real property transaction, legal forms and documents must be reviewed and approved for legal form and sufficiency by OGC.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
<ul style="list-style-type: none"> <li>○ <i>SREO oversees all activities required to dispose of or exchange real property.</i></li> <li>○ <i>Member CEOs may recommend disposal or exchange of System real property.</i></li> </ul>			
<b>23.5 Lease of Real Property</b>			
<p>23.5.1 TO 3<sup>rd</sup> Parties</p> <ul style="list-style-type: none"> <li>○ <i>Lease of SYSTEM-owned facilities and/or land for a period. SREO shall review leases as required by SR 41.01.01, §5.</i></li> <li>○ <i>Leases to 3<sup>rd</sup> Parties with a term &gt;5 years, including renewals, must be approved by the BOR as required by SP 41.01, §4.1</i></li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> <li>• Chancellor or S-CFO (if property assigned to System Offices)</li> </ul>	<ul style="list-style-type: none"> <li>• CEO if term of 5 years or less; Chancellor or S-CFO if property assigned to System Offices or if Lease approved by BOR</li> </ul>	
<p>23.5.2 FROM 3<sup>rd</sup> Parties</p> <p><i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3<sup>rd</sup> party for TAMUSA use for a specified period.</i></p> <p><i>See SP 41.01, §4 and SR 41.01.01, §6</i></p>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO, Chancellor or S-CFO depending on term, amount and property assignment.</li> </ul> <p>SP 41.01 and SR 41.01.01 approvals:</p> <ul style="list-style-type: none"> <li>• <b>5 yrs. or less/\$500,000 or less – CEO or S-CFO</b></li> <li>• <b>10 yrs. or less/over \$500,000 to \$1,000,000–Chancellor or S-CFO</b></li> <li>• <b>More than 10 yrs. or greater than \$1,000,000 – Chancellor or S-CFO executes after BOR approval</b></li> </ul>	
<p>23.5.3 Student Retreat Facility</p> <p><i>Lease of facilities (camp grounds, recreational facility, residence, etc.) and/or land for TAMUSA use for a specific student retreat.</i></p>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO, Chancellor or S-CFO depending on term, amount and property assignment.</li> </ul>	
<b>23.6 Easements (SP 41.01, §6)</b>			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
23.6.1 System as Grantor (easement across System property) (10 year limit)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA</li> </ul>	
23.6.2 System as Grantee (easement across 3 <sup>rd</sup> party's property) <b>(Requires BOR approval if over \$300,000)</b>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA</li> <li>• Chancellor or S-CFO (if BOR approval required)</li> </ul>	
23.6.3 Conditional Roadway Easements (indefinite term) <b>(Requires BOR approval)</b>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO executes after BOR approval</li> </ul>	
<b>23.7 Housing Agreements</b>			
23.7.1 International Housing <i>University owned or leased housing provided for visiting international faculty.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	
23.7.2 Residence Hall <i>On-campus student housing.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	
23.7.3 Student Apartments <i>Off-campus University-housing provided for students.</i>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	
23.7.4 Mail Box <i>Rental of residence hall mail boxes.</i>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	
<b>23.8 Other Grants of Rights Related to Real Property</b>			
23.8.1 Permits, Licenses and Facility Use Agreements covering System property (temporary or periodic use, i.e. arenas, stadiums,	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA if property assigned to System Offices</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
classrooms, etc.). See SP 41.01.01, §12.1			
23.8.2 Permits and Licenses of System Land, including Water Use and Antiquities Permits	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA</li> </ul>	
23.8.3 Permits, Licenses and Facility Use Agreements covering 3 <sup>rd</sup> Party Property (temporary or periodic use, i.e. arenas, stadiums, classrooms, campgrounds, etc.). See SP 41.01.01, §12.2	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA if property assigned to System Offices</li> </ul>	
23.8.4 Oil, Gas and Mineral Rights Leasing See SP 41.01, §5	<ul style="list-style-type: none"> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO</li> </ul>	
23.8.5 Other Oil, Gas and Mineral Rights documents (i.e. Division Orders; Pooling Agreements; Production Sharing Agreements; Ratification Agreements; Assignment Consents; Affidavits; and related documents)	<ul style="list-style-type: none"> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA, Landman IV</li> </ul>	
23.8.6 Other Documents (i.e. Subordination, Non-disturbance & Attornment Agreements; Assignments; Estoppels; Renewals; Consents; Terminations; Non-Disclosures; Confidentiality Agreements; Ratifications; Releases; Memorandums; Affidavits; Acknowledgments; documents containing statements of fact; Correction instruments and non-	<ul style="list-style-type: none"> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or Managing Counsel, Property &amp; Construction</li> </ul>	



TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
substantive amendments to documents, etc.)			
23.8.7 Real Property Management and Maintenance (i.e. Surface Use Drainage Agreements; Maintenance Agreements, etc.)	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• S-CFO or VCBA</li> </ul>	
23.8.8 Condominium Ownership, Operations and Activity Documents	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• S-CFO or VCBA</li> </ul>	
23.8.9 Broker/Agency Representation and Listing Agreements; Non-binding Letters of Intent/Term Sheets	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA</li> </ul>	
23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See also Section 27.6)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or ED-RE</li> </ul>	
<b>24. RESEARCH AGREEMENTS</b> - Monetary categories above do not apply to this section			
24.1 Research agreements (where member is the prime contractor signing the agreement with the sponsor; or member is a subcontractor signing the agreement with the prime contractor or a higher-tier subcontractor). <i>Includes grants, contracts, cooperative agreements, and consortium agreements</i>	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.2 Sub-agreements/Sub-recipient/Sub-grant/Sub-contract agreements for sponsored research and ancillary services (where member is the prime contractor	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
signing the agreement with a subcontractor; or member is a subcontractor signing the agreement with a lower-tier subcontractor).			
24.3 Proposal Submissions	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.4 Teaming Agreements	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.5 Non-disclosure/Confidentiality Agreements (involving potential research collaboration)	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.6 Material Transfer or Evaluation Agreements (Not through TI)	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.7 Testing/Analytical Agreements	<ul style="list-style-type: none"> <li>• DSP-Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
24.8 Misc. Research Agreements and agreements ancillary to research agreements (e.g., Vessel Time Charter Agreements)	<ul style="list-style-type: none"> <li>• Director of Sponsored Programs</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• P/VPAA</li> </ul>	CEO/President
<b>25. REVENUE GENERATING AGREEMENTS</b>			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
25.1 Revenue Generating	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• AVPF/C</li> <li>• CFO/VPBA</li> <li>• CIO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• AVPF/C (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>26. SALES AGREEMENTS (TAMUSA providing goods or services)</b>			
26.1 Consultant/Professional Service Agreements (non-statutory) TAMUSA acting as consultant or performing professional service (including testing services).	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
26.1.1 Intellectual Property Agreements (Not through TI)	<ul style="list-style-type: none"> <li>• SRS</li> <li>• P/VPAA</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• P/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
26.1.2 Analysis/Testing	<ul style="list-style-type: none"> <li>• Originating Office</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• P/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>26.2 Property Transfer Agreements (inventoried and non-inventoried items)</b>			
26.2.1 Transfer or surplus property	<ul style="list-style-type: none"> <li>• Originating Office</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
26.2.2 Transfer within the System	<ul style="list-style-type: none"> <li>• Originating Office</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
26.2.3 Transfer to another state agency	<ul style="list-style-type: none"> <li>• Originating Office</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
26.2.4 Transfer to an independent third party	<ul style="list-style-type: none"> <li>• Originating Office</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
26.3 Unclassified Services Providing services not specified elsewhere.	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>27. SERVICES AGREEMENTS (TAMUSA acquiring services)</b>			
27.1 Educational Testing Services	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• PD</li> <li>• CFO/VPBA</li> <li>• ED-OP</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.2 Entertainment Events <i>Artistic entertainment performance agreements.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.3 Lecture/Seminar Speaker Agreements <i>Use of non-faculty/staff to lecture or speak in support of institutional programs.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.4 Maintenance Agreements			
27.4.1 Purchase with Equipment Purchase <i>Purchase of maintenance services from equipment vendor as an integral part of equipment purchase.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
27.4.2 Stand Alone Purchase <i>Purchase of maintenance services independent from equipment purchase or vendor.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.5 Non-academic Instruction <i>Recreational Sports</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.6 Statutory Professional Services <i>Acquisition of professional services as defined by Texas Government Code §2254.002 (accounting, architecture, optometry, medicine, land surveying, real estate appraising, and professional engineering). Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.7 Statutory Consulting Services <i>Acquisition of consulting services as defined by Texas Government Code §2254.021. Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.8 Student Medical Services	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
27.9 Unclassified Services <i>Purchase of services not specified elsewhere.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
			<ul style="list-style-type: none"> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>28. SPECIAL EVENTS</b>			
28.1 Conference/Short-Course	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
28.2 Exhibition Loan Agreements <i>Documents commitments to display, secure, admit public, etc. to view works of art of material of public interest.</i>	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• ED-OP</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>29. PROCURED AGREEMENTS</b>			
29.1 Procured Agreements Agreements procured through a state contract, state catalogue, or other procurement methodologies authorized by state statute and in accordance with A&M System requirements as described in System Policy 25.07, §3(c).	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> <li>• PD</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
<b>30. UNCLASSIFIED/OTHER AGREEMENTS</b>			
30.1 Nondisclosure/Confidentiality Agreements (Not Relating to Commercialization of System Intellectual Property or involving potential research collaboration)	<ul style="list-style-type: none"> <li>• Originating Office</li> <li>• CFO/VPBA</li> </ul>	<ul style="list-style-type: none"> <li>• CA</li> <li>• DITB-UCP</li> <li>• CFO/VPBA</li> <li>• AVPF/C</li> <li>• CEO/President</li> </ul>	<ul style="list-style-type: none"> <li>• CFO/VPBA (up to \$300,000)</li> <li>• CEO/President (Over \$300,000)</li> </ul>
30.2 Miscellaneous Agreements <i>Contracts and agreements not specifically classified above or currently classified as "Not Applicable".</i>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
	•	•	•
	•	•	•
	•	•	•

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater)*
	•	•	•