

Delegations of Authority for The University of Texas at El Paso*

Board of Regents' Rules and Regulations	Delegate	Date of Delegation	
GIFTS: Delegation of authority to accept current purpose gifts (other than gifts of real property or outdoor works of art) in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 5</i> <i>Article 2, Section 6 of UT System Gift Acceptance Procedures</i>	<i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Howard C. Daudistel, Interim Provost and Vice President for Academic Affairs</i>	May 29, 2015
GIFTS OF SECURITIES: Delegation of authority to accept certain gifts of securities in the amount of \$1,000,000 or less.	<i>Rule 60101, Section 3</i>	<u><i>U.T. System Office of External Relations:</i></u> <i>Julia Lynch, Director of Gift Planning Services</i> <i>Jan Hopson, Associate Director of Gift Planning Services</i> <i>Charlotte Hambrick, Associate Director of Gift Planning Services</i> <i>Karyn Kondoff, Assistant Director of Gift Planning Services</i>	June 16, 2005
GIFTS – IRS FORMS: Delegation of authority to execute necessary IRS forms 8282 and 8283 relating to gifts.	<i>Rule 60101, Section 8</i>	<i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Howard C. Daudistel, Interim Provost and Vice President for Academic Affairs</i>	May 29, 2015
BANKING SERVICES: Delegation of authority to execute and deliver contracts for banking services.	<i>Rule 10501, Section 2.1</i>	<i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Diane N. De Hoyos, Assistant Vice President of Purchasing and General Services</i>	August 31, 2016
DESIGN DEVELOPMENT: Delegation to execute design development approvals and authorize expenditure of appropriated funds for institutionally managed major repair and rehabilitation projects.	<i>Rule 80404, Section 4.1</i>	<i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i>	May 29, 2015

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SPACE LEASE: Delegation of authority relating to space lease agreements with a value of \$1,000,000 or less.	<i>Rule 10501</i> <i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Diane N. De Hoyos, Assistant Vice President of Purchasing and General Services</i>	August 31, 2016
PURCHASE ORDERS: Delegation of authority to execute and deliver purchase orders for routine purchases of equipment, supplies, goods, and services. Certain purchases with a cost of more than \$1,000,000 require approval of the Board of Regents.	<i>Rule 10501</i> <i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Diane N. De Hoyos, Assistant Vice President of Purchasing and General Services</i> <i>Benjamin A. Alvarez, Associate Director of Purchasing and General Services</i> <i>Erika D. Rosales, Assistant Director of Purchasing and General Services</i> <i>Procurement Analyst</i> <i>Buyers</i>	August 31, 2016
CONTRACTS OF \$100,000 OR LESS: Delegation of authority to execute and deliver contracts of any kind or nature, but not including contracts for consulting services, of \$100,000 or less.	<i>Rule 10501</i> <i>Benjamin A. Alvarez, Associate Director of Purchasing and General Services</i> <i>Erika D. Rosales, Assistant Director of Purchasing and General Services</i>	May 29, 2015
CONTRACTS: Delegation of authority to execute and deliver contracts of any kind or nature, but not including contracts for consulting services for more than \$250,000.	<i>Rule 10501</i> <i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Diane N. De Hoyos, Assistant Vice President of Purchasing and General Services</i>	August 31, 2016
INTERAGENCY CONTRACTS WITH U.T. INSTITUTIONS: Delegation of authority to execute and deliver contracts or agreements with System Administration or between or among institutions of U.T. System for resources or services.	<i>Rule 10501, Section 2.7</i> <i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Victor Pacheco, Assistant Vice President for Business Affairs</i>	August 31, 2016

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SPONSORED RESEARCH – STATE AND FEDERAL: Delegation of authority to execute and deliver state and federal contracts or proposals for sponsored research.	<i>Rule 10501 Section 2.1</i> <i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Howard C. Daudistel, Interim Provost and Vice President for Academic Affairs</i> <i>Roberto Osegueda, Vice President for Research</i> <i>Stephen Aley, Associate Vice President for Research</i>	April 14, 2016
SUBMIT PROPOSALS AND EXECUTE CONTRACTS IN ELECTRONIC FORMAT FOR SPONSORED PROJECTS: Delegation of authority to submit proposals and execute contracts in electronic format for sponsored projects through the Grant.gov electronic process.	<i>Rule 10501 Section 2.1</i> <i>Manuela Dokie, Assistant Vice President of Research and Compliance</i> <i>Sona Kumar, Research Administrator Manager</i> <i>Tom Osteen, Research Administrator</i> <i>Maria Isela Hernandez, Research Administrator</i> <i>Irene Holguin, Research Administrator</i> <i>Cory Brown, Research Administrator</i> <i>Antonio Garcia, Research Administrator</i> <i>Jonathan Macias, Research Administrator</i>	April 14, 2016
HOTEL SERVICES OF \$10,000 OR LESS: Delegation of authority to execute and deliver contracts for hotel services of \$10,000 or less.	<i>Rule 10501</i> <i>Alberto Lopez, Assistant Vice President for University Relations</i>	April 6, 2009
CHALLENGE COURSE AGREEMENTS: Delegation of authority to execute and deliver contracts for use of the challenge course.	<i>Rule 10501</i> <i>Gary Edens, Vice President for Student Affairs</i> <i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i>	May 29, 2015
STUDENT AFFAIRS ENTERTAINMENT CONTRACTS OF \$1,000 OR LESS: Delegation of authority to execute and deliver Student Affairs entertainment contracts of \$1,000 or less.	<i>Rule 1050</i> <i>Gary Edens, Vice President for Student Affairs</i> <i>Richard Aauto, Executive Vice President and Interim Vice President for Business Affairs</i>	May 29, 2015

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VOLUNTEER EXPERIENCE AGREEMENTS: Delegation of authority to execute and deliver Volunteer Experience Agreements and amendments.	<i>Rule 10501</i> <i>Gary Edens, Vice President for Student Affairs</i> <i>Richard Adauto, Executive Vice President and Interim Vice President for Business Affairs</i>	May 29, 2015
EDUCATIONAL AFFILIATION AGREEMENTS: Delegation of authority to execute and deliver educational affiliation agreements.	<i>Rule 10501</i> <i>Howard C. Daudistel, Interim Provost and Vice President for Academic Affairs</i>	May 29, 2015
PHASED RETIREMENT AGREEMENTS: Delegation of authority to execute and deliver phased retirement agreements with faculty members.	<i>Rule 30202, Section 1</i> <i>Richard Adauto, Executive Vice President and Interim Vice President for Business Affairs</i>	May 29, 2015
COURTESY CAR AGREEMENTS: Delegation of authority to execute and deliver courtesy car agreements for use by the Athletics Department staff.	<i>Rule 10501</i> <i>Robert W. Stull, Athletics Director</i>	April 6, 2009
ATHLETIC CONTEST AGREEMENTS: Delegation of authority to execute and deliver athletic contest agreements of \$50,000 or less.	<i>Rule 10501</i> <i>Robert W. Stull, Athletics Director</i>	April 6, 2009
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements with corporate sponsors and agreements that grant an interest in intellectual property up to \$1,000,000 in value.	<i>Rules 10501 and 90101, Sections 15.1 & 15.3</i> <i>Richard Adauto, Executive Vice President and Interim Vice President for Business Affairs</i>	April 14, 2016
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements with corporate sponsors and agreements that grant an interest in intellectual property up to \$500,000 in value.	<i>Rule 10501, and 90101, Sections 15.1 & 15.3</i> <i>Roberto Osegueda, Vice President for Research</i>	April 14, 2016
EDUCATION AFFILIATION AGREEMENTS RELATING TO CLINICAL / PRACTICUM AGREEMENTS: Delegation of authority to execute and deliver educational affiliation agreements relating to clinical / practicum agreements.	<i>Rule 10501</i> <i>Roberto Osegueda, Vice President for Research</i>	May 29, 2015
CONSTRUCTION PROJECTS: Delegation of authority relating to new minor construction projects and minor repair and rehabilitation construction projects with an anticipated value under \$4,000,000 which are neither debt financed or determined by the Board of Regents to be architecturally significant.	<i>Rule 80403</i> <i>Richard Adauto, Executive Vice President and Interim Vice President for Business Affairs</i> <i>Diane De Hoyos, Director of Purchasing and General Services</i>	May 29, 2015

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CONSTRUCTION PROJECTS: Delegation of authority relating to new construction projects of \$500,000 or less and for repair and rehabilitation projects of \$500,000 or less.	<i>Rule 80403</i> <i>Gregory McNicol, Associate Vice President for Business Affairs – Facilities Services</i>	April 6, 2009
SPECIAL EVENT CONTRACT AMENDMENTS: Delegation of authority to execute and deliver special event contract amendments executed on event day during settlement only of \$50,000 or less.	<i>Rule 10501</i> <i>Victor Pacheco, Assistant Vice President for Business Affairs</i> <i>Jorge Vazquez, Executive Director of Special Events</i>	July 15, 2010
SEISMIC IMAGING STUDIES: Delegation of authority to execute and deliver: 1) Seismic imaging studies contracts with consideration not to exceed \$5,000 per shot hole and not to exceed two (2) shot holes per property, and 2) Seismic imaging studies contracts without consideration	<i>Rule 10501</i> <i>Laura Serpa, Chair, Geological Sciences</i> <i>Steven H. Harder, Research Specialist, Geological Sciences</i>	November 29, 2011
FACILITY USE AGREEMENTS: Delegation of authority to execute and deliver facility use agreements to include amendments	<i>Rule 80106</i> <i>Rule 70301, Part 2, § 4</i> <i>Rule 10501, Part 2, § 6</i>	<i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> May 29, 2015
OFFICE LEASES: Delegation of authority to execute and deliver campus office leases to include amendments	<i>Rule 80106</i> <i>Rule 70301, Part 2, § 4</i> <i>Rule 10501, Part 2, § 6</i>	<i>Richard Adatao, Executive Vice President and Interim Vice President for Business Affairs</i> May 29, 2015

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