



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

May 16, 2006

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY06-25
Distributed via Campus Email

TO: Vice Presidents, Deans, Directors and Department Heads

FROM: Mary Lee Hodge *Mary Lee Hodge*
Vice President of Business Affairs

RE: Update to University Administrative Procedures

Please find the following update to the University's Administrative Procedures Manual:

2.02 Attachment 1 President's Delegation of Authority for Contract Administration

Please update your manual accordingly and provide copies to staff members as you deem appropriate. An electronic copy will be available on the Business Affairs web page. If you have any questions regarding this update you may contact me by email at mlhodge@pvamu.edu or at extension 2952 or 2953.

xc: Dr. George C. Wright, President

MLH:pgs