

**PRAIRIE VIEW A&M UNIVERSITY**  
**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, either the ED-PDSV, CFO, CAO, SVPST, or CEO 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:**

AD	Athletic Director		HUB	Historically Underutilized Businesses Office
AVP-AA	Associate Vice Provost for Academic Affairs		ISO	Information Security Officer
AVP-AFA	Associate Vice President for Academic Fiscal Affairs		LMO	System Land Management Office
AVP-FMS	Assistant VP for Financial Management Services		ED-MC	Executive Director for Marketing and Communications
AVP-FA	Assistant Vice Provost for Faculty Affairs		PI	Principal Investigator/Research
AVP-AUX	Assistant Vice President for Auxiliary Services		OD	Office of Development
AVP-R	Assistant Vice President for Research		OGC	Office of General Counsel
BOR	Board of Regents		SOBA	System Office of Budgets & Accounting
CAO	Chief Academic Officer (Provost & Sr. V.P. for Academic Affairs)		SP	System Policy
CEO	Chief Executive Officer (President)		SR	System Regulation

CFO	Chief Financial Officer (Sr. V.P. for Business Affairs)	SREO	System Real Estate Office
CIO	Chief Information Officer	SRS	Texas A&M Sponsored Research Services
DA	Director for Auxiliary Services	SVPST	Sr. V.P. for Strategy & Transformation
DCA	Director for Procurement Services and Contract Administration	System	The Texas A&M University System
DCG	Director of Contracts and Grants-Research	UD	Non-Academic Unit Director
ECO	Export Control Office	VP-EMSS	Vice President for Enrollment Management & Student Success
ED-CPSM	Executive Director for Campus Planning and Space Management	VP-SA	Vice President for Student Affairs
ED-HR	Executive Director for Human Resources	VP-UA	Vice President for University Advancement
ED-PDSV	Executive Director for Procurement and Disbursement Services	VPR	Vice President for Research

**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. The Contract Administration Office will facilitate the routing of contracts to OGC, as applicable.
- 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 signature on the Contract Routing and Approval Coversheet or via electronic approval in PantherBuy 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 the Contract Administration Office to ensure proper reporting is completed.
- 5 Questions regarding contract administration should be directed to the Contract Administration Office as outlined in University Rule 25.07.99.P1, Contract Administration.

- 6 University does not recognize contracts signed by PVAMU employees or agents as binding on the University unless the employee who signed the contract has duly delegated signature authority.
- 7 Employees who sign contracts purporting to bind the University without authority may be personally liable to the contractor and the University, and may be subject to University 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 University.
- 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 RELLIS Campus are only authorized to sign contracts/agreements involving the RELLIS 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>Account Manager</li> <li>VP-UA/MarComm</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DH or UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
<b>2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS</b>				
2.1	Agreement with Foreign (including Governmental) Bodies and Federal, State, or Local Governmental Entities	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>ECO (foreign only)</li> <li>International Programs (Foreign only)</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AA (non-monetary)</li> <li>CAO/CEO/CFO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO/CFO</li> </ul>
2.2	Private Companies & Foundations (including Training/Clinical Affiliations) <i>Documents mutual obligations to establish training. See Section 20.5 for Training/Clinical Experiences [internship opportunities] for PVAMU students</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AA (non-monetary)</li> <li>CAO/CEO/CFO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO/CFO</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>Account Manager</li> <li>Dean/UD</li> <li>VPEM</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO/CFO</li> </ul>

		<ul style="list-style-type: none"><li>Contract Administration</li></ul>		
4. ATHLETIC AGREEMENTS				
4.1	Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"><li>AD</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
	4.1.1 Athletic Game Guarantees/Contests	<ul style="list-style-type: none"><li>AD</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
	4.1.2 Athletic Event Sponsorship	<ul style="list-style-type: none"><li>AD</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
4.2	Athletic Sponsorships	<ul style="list-style-type: none"><li>AD</li><li>OD/VP-UA</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
4.3	Transportation Purchase Order Contracts	<ul style="list-style-type: none"><li>AD</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
4.4	Hotel Purchase Order Contracts	<ul style="list-style-type: none"><li>AD</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>AD (\$10,000 or less)</li><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</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>Account Manager</li><li>UD/AD/VP-SA</li><li>Contract Administration</li></ul>	<ul style="list-style-type: none"><li>DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO</li></ul>
5. COLLECTION AGENCY AGREEMENTS				
5.1	Collection of Accounts (See 5.1.1 below). All collection agency contracts, extensions and renewals are subject to and conditioned upon express written approval of the State Attorney General.			
	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>Account Manager</li><li>AVP-FMS</li><li>Contract Administration</li><li>OGC</li></ul>	<ul style="list-style-type: none"><li>CEO/CFO executes and OGC and the State Attorney General approve <b>prior to Vendor execution.</b></li></ul>	
6. CONSTRUCTION CONTRACTS (SP 51.02, 51.04, SR 51.04.01) - Monetary categories above do not apply to this section				

6.1	Minor Projects (Less than \$4,000,000)	<ul style="list-style-type: none"><li>• UD/Dean</li><li>• Area VP</li><li>• ED-CPSM</li><li>• HUB</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>	
6.2	Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<ul style="list-style-type: none"><li>• UD/Dean</li><li>• Area VP</li><li>• ED-CPSM</li><li>• HUB</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>	
6.3	Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"><li>• UD/Dean</li><li>• Area VP</li><li>• ED-CPSM</li><li>• HUB</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>	
7. CONSULTING AGREEMENTS				
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.
8. DONOR AGREEMENTS (including consent to those with Affiliated Organizations) (SP 21.05, SR 21.05.01)				
8.1	Personal Property ( <i>including cash or cash equivalents</i> ) with Restrictions ( <i>including indemnification</i> ) on Acceptance ( <i>including cash or cash equivalents</i> ) See SP 21.05.	<ul style="list-style-type: none"><li>• Account Manager</li><li>• UD/Dean</li><li>• OD/VP-UA</li><li>• CFO</li><li>• OGC – depending on the types of restrictions</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</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>• Account Manager</li><li>• UD/Dean</li><li>• OD/VP-UA</li><li>• CFO</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO (Prior to acceptance by the CEO, the chancellor or designee has authority to accept any gift</li></ul>

		<ul style="list-style-type: none"><li>OGC – If naming rights are involved</li></ul>		with a fair market value of \$1,000,000 or greater after review and recommended approval by SOBA and OGC (Refer to <u>Request for Authority to Accept Cash Gifts \$1,000,000 or Greater form</u> )
8.3	Real Property <i>(including all bequests)</i> <i>All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.</i>	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.
9. EMPLOYMENT APPOINTMENTS				
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>Academic Dept. Head</li><li>Dean</li><li>CAO</li><li>ED-HR</li></ul>	<ul style="list-style-type: none"><li>CEO</li><li>Chancellor</li><li>BOR</li></ul>	<ul style="list-style-type: none"><li>CEO</li><li>Chancellor</li><li>BOR</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>Academic Dept. Head</li><li>Dean</li><li>ED-HR</li></ul>	<ul style="list-style-type: none"><li>CAO/CEO</li></ul>	<ul style="list-style-type: none"><li>CAO/CEO</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>Academic Dept. Head</li><li>Dean</li><li>ED-HR</li></ul>	<ul style="list-style-type: none"><li>CAO/CEO</li></ul>	<ul style="list-style-type: none"><li>CAO/CEO</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>CAO</li><li>ED-HR</li></ul>	<ul style="list-style-type: none"><li>CEO</li><li>Chancellor</li><li>BOR</li></ul>	<ul style="list-style-type: none"><li>CEO</li><li>Chancellor</li><li>BOR</li></ul>

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>• Dean</li> <li>• ED-HR</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</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>• Dean/CAO</li> <li>• ED-HR</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</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>• Dean</li> <li>• ED-HR</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</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>• Dean</li> <li>• ED-HR</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> <li>• Academic Dept. Head</li> <li>• Dean</li> <li>• ED-HR</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>
9.1.10 Continuing and Extension Education	<p><b><u>For Continuing Education:</u></b></p> <ul style="list-style-type: none"> <li>• Acad. Dept. Head/Director</li> <li>• Dean</li> <li>• Contract Administration</li> </ul> <p><b><u>For Continuing Education Office for Extension Education:</u></b></p> <ul style="list-style-type: none"> <li>• Director</li> <li>• Dean</li> <li>• Area VP</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• VP-EMSS/CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/CEO</li> </ul>

9.1.11	Other Instructional Agreements – Temporary Hires ( <i>part-time faculty, adjunct faculty</i> )	<ul style="list-style-type: none"><li>• Academic Dept. Head</li><li>• Dean</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• AVP-AFA/AVP-OFA</li></ul>	<ul style="list-style-type: none"><li>• AVP-AFA/AVP-OFA</li></ul>
9.1.12	Off-Campus Instruction	<ul style="list-style-type: none"><li>• Academic Dept. Head</li><li>• Dean</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• AVP-FA</li></ul>	<ul style="list-style-type: none"><li>• AVP-FA</li></ul>
9.1.13	Graduate Assistants ( <i>initial employment agreement for graduate student assistants</i> )	<ul style="list-style-type: none"><li>• Dean/UD</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• Dean/Area VP/CEO</li></ul>	<ul style="list-style-type: none"><li>• Dean/Area VP/CEO</li></ul>
9.2	Non-Faculty Employment Appointments			
9.2.1	Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"><li>• Dean/UD</li><li>• Area VP</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</li></ul>
9.2.2	Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"><li>• Dean/UD</li><li>• Area VP</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</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>• Dean/UD</li><li>• Area VP</li><li>• ED-HR</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</li></ul>	<ul style="list-style-type: none"><li>• Area VP/CEO</li></ul>
10.	EMPLOYEE BENEFITS CONTRACTS – Benefits Administration			
10.1	Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"><li>• System</li></ul>	<ul style="list-style-type: none"><li>• System</li></ul>	<ul style="list-style-type: none"><li>• System</li></ul>
11.	EQUIPMENT LEASE AGREEMENTS			
PVAMU as Lessor				
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 PVAMU-owned equipment.</i>	<ul style="list-style-type: none"><li>• Account Manager</li><li>• Dean/UD</li><li>• Area VP</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• Dean/UD (\$10,000 or less)</li><li>• DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>
11.2	Equipment Lease for PVAMU-Related Activities <i>Non-employee (student, conference, etc.) rental for a specified period of PVAMU - owned equipment.</i>	<ul style="list-style-type: none"><li>• Account Manager</li><li>• Dean/UD</li><li>• Area VP</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• Dean/UD (\$10,000 or less)</li><li>• DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>



11.2.1 Rental Vehicles (Non-PVAMU Lessee)	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>AVP-AUX/DA</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AUX/DA (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AUX/DA (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>
11.2.2 Equipment	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>
<b>PVAMU as Lessee</b>			
11.3 Equipment Lease with Purchase Option <i>Rental of equipment for PVAMU use with fixed option to purchase within a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>
11.4 Equipment Lease (Rental) <i>Rental of equipment for PVAMU use for a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</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>
<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 <math>\geq</math> \$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 <math>\geq</math> \$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 <math>\geq</math> \$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) (SP 21.05, SR 21.05.01 may apply)</b>			
14.1 Grants with Restrictions (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
14.2 Grants without Restrictions (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> <li>PI/Account Manager</li> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
14.3 Student Financial Aid	<ul style="list-style-type: none"> <li>Dean/UD/Area VP</li> <li>VP-EMSS</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
14.4 Funding Agreements (Academic)	<ul style="list-style-type: none"> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
14.5 Funding Agreements (Non-Academic; Non-Sponsored Research)	<ul style="list-style-type: none"> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO (if SP/SR applies)</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	<ul style="list-style-type: none"> <li>Risk Management</li> <li>PD &gt; \$1,000,000</li> <li>OGC <math>\geq</math> \$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>

	the Texas Building and Procurement Commission.			
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><u>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.</u></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>
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 (Technology Transfer)	<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 (Technology Transfer) (System controlled or owned) trade secrets; non-patentable inventions/know-how; Plant	<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>	

Variety Protection Act; copyrights; etc.		
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>• CAO/CEO/CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO 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 System owned trademark of Member's name)	<ul style="list-style-type: none"> <li>• ED-MC</li> <li>• VP-UA</li> <li>• Contract Administration</li> <li>• CEO/CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO executes</li> </ul>
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>• CIO/CEO/CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO 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</i>	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves waiver of ownership of IP created under Sponsored Research Agreement</li> </ul>

<i>not exist at time of Sponsored Research Agreement)</i>	<ul style="list-style-type: none"> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <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> )  ** IP that is covered by an IP disclosure or is a declared variety, and TI is managing	<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>
16.1.9.2 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	<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>

	variety protection act certificates)		
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>• CAO/VPR</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>• CAO/VPR approves expenses for member</li> </ul>
16.3	Collegiate Licensing	<ul style="list-style-type: none"> <li>• ED-MC</li> <li>• VP-UA</li> <li>• Contract Administration</li> <li>• CEO/CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
16.4	Nondisclosure/Confidentiality Agreements		
16.4.1	<p>Nondisclosure/Confidentiality Agreements Relating to Commercialization of System Intellectual Property**</p> <p>** IP that is covered by IP disclosure or is a declared variety</p>	<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	<p>Memorandum of Agreement</p> <p>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</i></p>	<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>

	<i>country; and promoting history of System students and foreign country)</i>		
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>
16.6.2	Investing in a Business Entity Having a License to System Intellectual Property	<ul style="list-style-type: none"> <li>• CAO/VPR</li> <li>• CEO/CFO (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>
16.7	Intellectual Property Gifts		
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/CFO 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/CFO</li> <li>• VP-UA</li> <li>• OGC</li> <li>• TI (if patent)</li> </ul>	<ul style="list-style-type: none"> <li>• Member CEO/CFO</li> <li>• VCR (if patent)</li> </ul>

		<ul style="list-style-type: none"><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>	
17. INTER-AGENCY and INTER-LOCAL AGREEMENTS				
17.1	Inter-Agency Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) another STATE AGENCY governed by Texas Government Code Chapter 771</i>	<ul style="list-style-type: none"><li>• Account Manager</li><li>• Dean/UD/Area VP</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• Dean/UD/Area VP (if \$10,000 or less)</li><li>• DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</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>• Account Manager</li><li>• Dean/UD/Area VP</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• Dean/UD/Area VP (if \$10,000 or less)</li><li>• DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>
18. INTRA-SYSTEM AGREEMENT				
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>• Account Manager</li><li>• Dean/UD/Area VP</li><li>• Contract Administration</li></ul>	<ul style="list-style-type: none"><li>• Dean/UD/Area VP (if \$10,000 or less)</li><li>• DCA/ED-PDSV</li></ul>	<ul style="list-style-type: none"><li>• CEO/CFO</li></ul>
19. LEGAL (SP 09.04, SR 09.04.01)				
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>
20. MEMORANDA OF AGREEMENT/UNDERSTANDING – ACADEMIC				



20.1	General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between PVAMU and non-PVAMU entities; contracts to perform educational and service activities consistent with the PVAMU mission.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO</li> </ul>
20.2	Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD/Area VP</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
20.3	International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>ECO</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AA (non-monetary)</li> <li>AVP-AFA</li> <li>CAO/CEO/CFO</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AFA (\$250,000 or less)</li> <li>CAO/CEO</li> </ul>
20.4	International Study Abroad Program	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>ECO</li> <li>International Programs</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AA (non-monetary)</li> <li>AVP-AFA</li> <li>CAO/CEO/CFO</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AFA (\$250,000 or less)</li> <li>CAO/CEO</li> </ul>
20.5	Training/Clinical Affiliation ( <i>internships</i> ) <i>Documents mutual obligations to establish training [internship opportunities] for PVAMU students.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>AVP-AA (non-monetary)</li> <li>CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO</li> </ul>
20.6	Work Study Program Agreements	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>VP-EMSS</li> <li>ED-HR</li> <li>CAO/CEO</li> </ul>	<ul style="list-style-type: none"> <li>CAO/CEO</li> </ul>
<b>21. MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC</b>				
21.1	General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents commitments between PVAMU and non-PVAMU entities that are non-academic in nature.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
<b>22. PURCHASE AGREEMENTS (PVAMU acquiring goods and services not addressed in Section 27 )</b>				

22.1	<i>PVAMU Purchase Orders Purchase of goods or services from outside vendor using standard forms promulgated by PVAMU, which are processed through the appropriate bid process in accordance with PVAMU policies and State requirements.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> <li>Procurement Services</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD/Area VP (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.2	<i>Vendor Purchase Orders Purchase of goods or services from outside vendor using vendor supplied document or negotiated agreement.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> <li>Procurement Services</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD/Area VP (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.3	<b>Software License Agreements</b> <i>Contract for use of computer software using vendor supplied document/agreement or System standard forms.</i>			
22.3.1	<i>Department Contract limiting application to specific Department.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>ISO</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.3.2	<i>System Offices Contract providing System Office or System-wide computing application.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>CIO</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.3.3	<i>Intellectual Property (non through TI) Contract containing IP Provisions</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.4	<i>Memberships Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Area VP</li> </ul>	<ul style="list-style-type: none"> <li>Dean/Area VP</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.4.1	<i>Professional/Service Associations Purchase by PVAMU on behalf of an individual, group or the institution of a membership in a professional or service organization.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Area VP</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD</li> <li>Area VP</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD</li> <li>Area VP</li> </ul>

22.4.2 Social/Individual <i>Purchase by PVAMU on behalf of an individual of a membership in a social organization.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Area VP</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD</li> <li>Area VP</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD</li> <li>Area VP</li> </ul>
22.5 Library Acquisitions <i>Books, subscriptions, reference materials, memberships purchased for the express purpose of obtaining publications. Database services and lease agreements for electronic library materials.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.6 Library Subcontracts <i>PVAMU library subcontracts to provide off-campus library services.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.7 Commercial Licenses ( <i>Chick-Fil-A, etc.</i> )	<ul style="list-style-type: none"> <li>Account Manager</li> <li>AVP-AUX</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.9 Partial Sale, Partial Gift Purchases (See SP 21.05, §3)	<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>	<ul style="list-style-type: none"> <li>See SP 21.05, §3</li> </ul>
22.10 Financing Service Agreements related to the acquisition of good or services.	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD/Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
22.11 Purchasing Agreements not classified elsewhere	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
<b>23. REAL PROPERTY TRANSACTIONS (SP 41.01, SR 41.01.01)<sup>1</sup> - Monetary categories above do 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>	<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> </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.

	<ul style="list-style-type: none"> <li>○ <i>SREO oversees all acquisitions of surface estate, and SLMO oversees acquisitions of mineral estate.</i></li> </ul>		<ul style="list-style-type: none"> <li>• Chancellor or S-CFO approves and executes purchases of \$1,000,000 or less</li> </ul>
23.2	<p>Condemnation of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i></p> <ul style="list-style-type: none"> <li>○ <i>SREO oversees acquisitions of surface estate, and SLMO oversees acquisitions of mineral estate &amp; easements.</i></li> </ul>	<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	<p>Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i></p> <ul style="list-style-type: none"> <li>○ <i>SREO oversees acquisitions of surface estate, and SLMO oversees acquisitions of mineral estate &amp; easements. OBA and OGC must approve prior to CEO accepting gift.</i></li> </ul>	<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/bequeathed to System Offices</li> </ul>
23.4	<p>Sale or Exchange of Real Property <i>Per SP 41.01, §3 and SR 41.01.01, §4:</i></p> <ul style="list-style-type: none"> <li>○ <i>SREO oversees activities required to dispose of or exchange surface estate, and SLMO oversees activities required to dispose of or exchange mineral estate &amp; easements.</i></li> <li>○ <i>Member CEOs may recommend disposal or exchange of System real property.</i></li> </ul>	<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>
23.5	Lease of Real Property		
	<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>SREO oversees activities required to lease the surface estate, and SLMO oversees activities required to lease</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><i>the mineral estate, natural resource development, and subsurface pore space.</i></p> <ul style="list-style-type: none"> <li>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</li> </ul>		
<p>23.5.2 FROM 3<sup>rd</sup> Parties <i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3<sup>rd</sup> party for PVAMU use for a specified period.</i> <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 <i>Lease of facilities (camp grounds, recreational facility, residence, etc.) and/or land for PVAMU 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>
23.6 Easements (SP 41.01, §6)		
<p>23.6.1 System as Grantor (easement across System property) (10-year limit)</p>	<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>
<p>23.6.2 System as Grantee (easement across 3<sup>rd</sup> party's property) <b>(Requires BOR approval if over \$300,000)</b></p>	<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>
<p>23.6.3 Conditional Roadway Easements (indefinite term) <b>(Requires BOR approval)</b></p>	<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>
23.7 Housing Agreements		

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, classrooms, etc.). See SP 41.01.01, §12.1	<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>
23.8.2 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.). <ul style="list-style-type: none"> <li>○ SREO oversees activities associated with surface estate, and SLMO oversees activities associated with mineral estate, water &amp; easements.</li> </ul> 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>
<p>23.8.6 Other Documents (i.e. Subordination, Non-disturbance &amp; 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-substantive amendments to documents, etc.)</p> <ul style="list-style-type: none"> <li>○ <i>SREO oversees activities associated with surface estate, and SLMO oversees activities associated with mineral estate, water &amp; easements.</i></li> </ul>	<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>
23.8.7 Real Property Management and Maintenance (i.e. Surface Use Agreements; 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>
<p>23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See also Section 27.6)</p> <ul style="list-style-type: none"> <li>○ <i>SREO oversees activities associated with surface estate, and SLMO oversees activities associated with mineral estate, water &amp; easements.</i></li> </ul>	<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>• VPR (can be redelegated by VPR to SRS)</li> </ul>	<ul style="list-style-type: none"> <li>• VPR (can be redelegated by VPR to SRS)</li> </ul>
24.2 Sub-agreements/Sub-recipient/Sub-grant/Sub-contract agreements for sponsored research and ancillary services (where member is the prime contractor signing the agreement with a subcontractor; or member is a subcontractor signing the agreement with a lower-tier subcontractor).	<ul style="list-style-type: none"> <li>• VPR (can be redelegated by VPR to SRS)</li> </ul>	<ul style="list-style-type: none"> <li>• VPR (can be redelegated by VPR to SRS)</li> </ul>



24.3	Proposal Submissions	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to SRS)</li> </ul>	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to SRS)</li> </ul>
24.4	Teaming Agreements	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to SRS)</li> </ul>	<ul style="list-style-type: none"> <li>PR VPR (can be redelegated by VPR to SRS)</li> </ul>
24.5	Non-disclosure/Confidentiality Agreements (involving potential research collaboration)	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>
24.6	Material Transfer or Evaluation Agreements (Not through TI)	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>
24.7	Testing/Analytical Agreements	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to SRS)</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>PR (can be redelegated by VPR to SRS)</li> </ul>
24.8	Misc. Research Agreements and agreements ancillary to research agreements (e.g., <i>Vessel Time Charter Agreements</i> )	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>	<ul style="list-style-type: none"> <li>VPR (can be redelegated by VPR to AVP-R or DCG)</li> </ul>
<b>25. REVENUE GENERATING AGREEMENTS</b>			
25.1	Revenue Generating <i>Revenue generating contracts which do not fall into any other delegation category and no competitive bid requirements</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD/Area VP (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO</li> </ul>
<b>26. SALES AGREEMENTS (PVAMU providing goods or services)</b>			
26.1	Consultant/Professional Service Agreements (non-statutory) <i>PVAMU acting as consultant or performing professional service (including testing services).</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD/Area VP (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO</li> </ul>
26.1.1	Intellectual Property Agreements (Not through TI)	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> <li>CEO/CFO</li> </ul>
26.1.2	Analysis/Testing (non-research related)	<ul style="list-style-type: none"> <li>Account Manager</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>CEO/CFO</li> </ul>

	<ul style="list-style-type: none"> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DCA/ED-PDSV</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>• Asset Owner</li> <li>• DFA</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DFA (\$25,000 or less)</li> <li>• DCA-ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
26.2.2 Transfer within the System	<ul style="list-style-type: none"> <li>• Asset Owner</li> <li>• DFA</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DFA (\$25,000 or less)</li> <li>• DCA-ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
26.2.3 Transfer to another state agency	<ul style="list-style-type: none"> <li>• Asset Owner</li> <li>• DFA</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DFA (\$25,000 or less)</li> <li>• DCA-ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
26.2.4 Transfer to an independent third party	<ul style="list-style-type: none"> <li>• Asset Owner</li> <li>• DFA</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DFA (\$25,000 or less)</li> <li>• DCA-ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
26.3 Unclassified Services Providing services not specified elsewhere.	<ul style="list-style-type: none"> <li>• Account Manager</li> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• DCA-ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
<b>27. SERVICES AGREEMENTS (PVAMU acquiring services)</b>			
27.1 Educational Testing Services	<ul style="list-style-type: none"> <li>• Account Manager</li> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Dean/UD (\$10,000 or less)</li> <li>• DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
27.2 Entertainment Events <i>Artistic entertainment performance agreements.</i>	<ul style="list-style-type: none"> <li>• Account Manager</li> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Dean/UD (\$10,000 or less)</li> <li>• DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
27.3 Lecture/Seminar Speaker Agreements <i>Use of non-faculty/staff to lecturer or speaker in support of institutional programs.</i>	<ul style="list-style-type: none"> <li>• Account Manager</li> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Dean/UD (\$10,000 or less)</li> <li>• DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>
<b>27.4 Maintenance Agreements</b>			
27.4.1 Purchase with Equipment <i>Purchase of maintenance services from equipment vendor</i>	<ul style="list-style-type: none"> <li>• Account Manager</li> <li>• Dean/UD</li> <li>• Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Dean/UD (\$10,000 or less)</li> <li>• DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>• CEO/CFO</li> </ul>

	<i>as an integral part of equipment purchase.</i>			
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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
27.5	Non-academic Instruction <i>Recreational Sports</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</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).</i> <i>Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
27.7	Statutory Consulting Services <i>Acquisition of consulting services as defined by Texas Government Code §2254.021.</i> <i>Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> <li>UD/Dean</li> <li>Area VP</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
27.8	Student Medical Services	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
27.9	Unclassified Services <i>Purchase of services not specified elsewhere.</i>	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>
<b>28.</b>	<b>SPECIAL EVENTS</b>			
28.1	Conference/Short-Course	<ul style="list-style-type: none"> <li>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> <li>Procurement Services</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> <li>Procurement Services</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</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>Account Manager</li> <li>Dean/UD</li> <li>Contract Administration</li> </ul>	<ul style="list-style-type: none"> <li>Dean/UD (\$10,000 or less)</li> <li>DCA/ED-PDSV</li> </ul>	<ul style="list-style-type: none"> <li>CEO/CFO</li> </ul>