

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

Board of Regents' Rules and Regulations	From	Delegate	Date of Delegation	
GIFTS: Delegation of authority to accept current purpose gifts (as defined in Section 7 of the UT System Gift Acceptance Procedures) other than securities, gifts of real property or outdoor works of art made in cash or in kind in the amount of \$1,000,000 or less provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedures.	Rule 60101, Section 5 Section 7 of UT System Gift Acceptance Procedures	Heather Wilson, President	Jesse Pisors, Vice President for Institutional Advancement Brendan R. Gallagher, Vice President for Business Affairs	February 4, 2026
GIFTS OF SECURITIES: Delegation of authority to accept certain gifts of securities to UT El Paso provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedure.	Rule 60101, Section 5 Section 7 of UT System Gift Acceptance Procedures	Heather Wilson, President	<u>U.T. System Office of External Relations:</u> Randa S. Safady, Ph.D., Vice Chancellor of External Relations, Communications and Advancement Services Karoline Felts, Associate Vice Chancellor for Advancement Services	January 9, 2025
GIFTS – IRS FORMS: Delegation of authority to execute certain IRS forms including without limitation IRS forms 8282 and 8283. Authority extends only to necessary IRS forms relating to gifts accepted on behalf of The University of Texas at El Paso.	Rule 60101, Section 8 and 2 Section 3.6 of UT System Gift Acceptance Procedures	Heather Wilson, President	Jesse Pisors, Vice President for Institutional Advancement Joanne Richardson, Sr. Associate Vice President and Chief Financial Officer	February 4, 2026
BANKING SERVICES: Delegation of authority to execute and deliver contracts for banking services. Authority extends only to contracts for banking services with banks that have a depository agreement with the Board of Regents of The University of Texas System.	Rule 10501 UTS 166 & 167	Heather Wilson, President	Joanne Richardson, Sr. Associate Vice President and Chief Financial Officer Diane N. De Hoyos, Associate Vice President of Purchasing and General Services	October 8, 2025
DESIGN DEVELOPMENT: Delegation to execute design development approvals and authorize expenditure of appropriated funds for institutionally managed major repair and rehabilitation projects.	Rule 80404, Section 4.1	Heather Wilson, President	Brendan R. Gallagher, Vice President for Business Affairs Stanley Joshua, Assistant Vice President for Facilities Management	October 8, 2025

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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>Heather Wilson, President</i>	<i>Brendan R. Gallagher, Vice President for Business Affairs</i> <i>Joanne Richardson, Sr. Associate Vice President and Chief Financial Officer</i> <i>Diane N. De Hoyos, Associate Vice President of Purchasing and General Services</i>	<i>February 4, 2026</i>
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>Heather Wilson, President</i>	<i>Joanne Richardson, Sr. Associate Vice President and Chief Financial Officer</i> <i>Diane N. De Hoyos, Associate Vice President of Purchasing and General Services</i> <i>Benjamin A. Alvarez, Director of Purchasing and General Services</i> <i>Erika D. Rosales, Director of Purchasing and General Services</i> <i>Procurement Analysts</i> <i>Buyers</i>	<i>October 8, 2025</i>
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>Heather Wilson, President</i>	<i>Benjamin A. Alvarez, Director of Purchasing and General Services</i> <i>Erika D. Rosales, Director of Purchasing and General Services</i>	<i>May 29, 2020</i>
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>Heather Wilson, President</i>	<i>Brendan R. Gallagher, Vice President for Business Affairs</i> <i>Joanne Richardson, Sr. Associate Vice President and Chief Financial Officer</i> <i>Diane N. De Hoyos, Associate Vice President of Purchasing and General Services</i>	<i>October 8, 2025</i>

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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. Each such contract or agreement shall provide for the recovery of the cost of services and resources furnished.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Brendan R. Gallagher, Vice President for Business Affairs</i> <i>Catie McCorry-Andalis, Vice President for Student Affairs</i>	<i>October 8, 2025</i>
SPONSORED RESEARCH – STATE AND FEDERAL: Delegation of authority to execute and deliver state, federal and other contracts or proposals for sponsored research.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Ahmad M. Itani, Vice President for Research</i> <i>Guadalupe Gomez, Assistant Vice President for Research Administration</i>	<i>October 8, 2025</i>
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</i>	<i>Heather Wilson, President</i>	<i>Guadalupe Gomez, Assistant Vice President for Research Administration</i> <i>Cory Brown, Director of Sponsored Projects</i> <i>Research Administrators</i>	<i>April 17, 2024</i>
HOTEL SERVICES OF \$10,000 OR LESS: Delegation of authority to execute and deliver contracts for hotel services of \$10,000 or less. Extends only to contracts for hotel services including guest and conference room rentals and related support services such as catering and audiovisual services required to support the event and provided by the hotel.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Minerva Caraveo, Assistant Vice President for University Relations</i>	<i>May 5, 2023</i>
CHALLENGE COURSE AGREEMENTS: Delegation of authority to execute and deliver contracts for use of the University challenge course.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Catie McCorry-Andalis, Vice President for Student Affairs</i>	<i>November 8, 2023</i>
STUDENT AFFAIRS ENTERTAINMENT CONTRACTS OF \$5,000 OR LESS: Delegation of authority to execute and deliver Student Affairs entertainment contracts of \$5,000 or less.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Catie McCorry-Andalis, Vice President for Student Affairs</i>	<i>November 8, 2023</i>

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VOLUNTEER EXPERIENCE AGREEMENTS: Delegation of authority to execute and deliver volunteer experience agreements and amendments.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Catie McCorry-Andalis, Vice President for Student Affairs</i> November 8, 2023
PHASED RETIREMENT AGREEMENTS: Delegation of authority to execute and deliver phased retirement agreements with faculty members.	<i>Rule 30202, Section 1</i>	<i>Heather Wilson, President</i>	<i>Margaret Erickson, Vice President for Human Resources</i> October 8, 2025
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>Heather Wilson, President</i>	<i>James Senter, Vice President and Athletics Director</i> May 29, 2020
ATHLETIC CONTEST AGREEMENTS: Delegation of authority to execute and deliver athletic contest agreements for individual athletic contests of \$50,000 or less. The total value of each athletic contest agreement shall be determined by all financial components of the agreement, including, but not limited to, game guarantees, entry fees, cancellation or forfeiture fees, hotel rooms and meals provided, complimentary tickets issued and visiting team travel expenses.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>James Senter, Vice President and Athletics Director</i> May 29, 2020
INTELLECTUAL PROPERTY: Delegation of authority to execute and deliver agreements granting an interest in intellectual property up to \$500,000 or less. Delegation also covers typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.	<i>Rule 10501, and 90101, Sections 15.1 & 15.3</i>	<i>Heather Wilson, President</i>	<i>Ahmad M. Itani, Vice President for Research</i> May 5, 2023
EDUCATION AFFILIATION AGREEMENTS RELATING TO CLINICAL / PRACTICUM AGREEMENTS: Delegation of authority to execute and deliver education affiliation agreements relating to clinical and/or practicum agreements.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Ahmad M. Itani, Vice President for Research</i> <i>John Wiebe, Vice President for Academic Affairs</i> <i>Marc Cox, Associate Vice President for Research</i> September 20, 2024

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Board of Regents' Rules and Regulations	From	Delegate	Date of Delegation	
CONSTRUCTION PROJECTS: Delegation of authority relating to 1) appoint architects; approve plans and construction documents; and execute and deliver, electronically or in hardcopy, related contracts, agreements, guaranteed maximum price or stipulated sum proposals; and other documents, and (2) execute and deliver electronically or in hardcopy, contracts and agreements with architects, engineers, and other professional service providers, for all new minor construction projects and minor repair and rehabilitation projects with an anticipated value under \$10,000,000 which are neither debt financed or determined by the Board of Regents to be architecturally significant.	<i>Rule 80403; Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Brendan R. Gallagher, Vice President for Business Affairs</i> <i>Diane N. De Hoyos, Associate Vice President of Purchasing and General Services</i> <i>Catie McCorry-Andalis, Vice President for Student Affairs</i>	<i>October 8, 2025</i>
CONSTRUCTION PROJECTS: Delegation of authority relating to (1) appoint architects; approve plans and construction documents; and execute and deliver electronically or in hardcopy, related contracts, agreements, guaranteed maximum price or stipulated sum proposals; and other documents, and (2) execute and deliver contracts and agreements with architects, engineers, and other professional service providers, for all new construction projects of \$500,000 or less and for repair and rehabilitation projects of \$500,000 or less.	<i>Rule 80403; Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Stanley Joshua, Assistant Vice President for Facilities Management</i>	<i>October 1, 2024</i>
TPIA OFFICER DESIGNATION Delegates as Officers for Public Information under the Texas Public Information Act on behalf of The University of Texas at El Paso.	<i>UTS 139</i>	<i>Heather Wilson, President</i>	<i>Brendan Gallagher, Vice President for Business Affairs</i> <i>Joanne Richardson, Sr. Associate Vice President for Business Affairs and Chief Financial Officer</i>	<i>October 8, 2025</i>
STUDENT-ATHLETE LICENSING AND ENDORSEMENTS: Delegation of authority to execute and deliver student-athlete licensing and endorsement agreements of \$99,999.99 or less.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>James Senter, Vice President and Athletics Director</i>	<i>October 8, 2020</i>
NON-DISCLOSURE AGREEMENTS: Delegation of authority to execute and deliver non-disclosure agreements.	<i>Rule 10501</i>	<i>Heather Wilson, President</i>	<i>Joseph Roth, Associate Vice President for National Security Programs and Classified Research</i>	<i>February 4, 2026</i>

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Board of Regents' Rules and Regulations	From	Delegate	Date of Delegation
DELEGATIONS OF AUTHORITY FROM THE UNIVERSITY OF TEXAS SYSTEM ADMINISTRATION TO THE UNIVERSITY OF TEXAS AT EL PASO			
CAMPUS LEASES: Delegation of authority to execute and deliver campus office leases. (See delegation memo for defined terms, conditions and limitations.)	<i>Rule 70301; Rule 10501; UTS 126; Article III, Section 51 Texas Constitution</i>	<i>Jonathan Pruitt, Executive Vice President for Business Affairs</i>	<i>Chief Business Officer, U.T. El Paso</i> <i>September 15, 2020 (cont. March 1, 2022)</i>
LANDLORD'S OR LICENSOR'S CONSENT TO MODIFICATION OF EXISTING TELECOMMUNICATIONS EQUIPMENT: Delegation of authority to execute and deliver Landlord's or Licensor's consent to modification of existing telecommunications equipment. Delegate shall use without material change the template letter, in conformity with the instructions attached thereto, currently approved by the U. T. System Office of General Counsel (OGC), or such subsequent template letter and accompanying instructions that may be approved by OGC. This delegation is expressly limited to the consent to modify existing telecommunications equipment not involving the addition of equipment.	<i>Rule 70301, Section 4.3; Rule 10501, UTS 126; Article III, Section 51 Texas Constitution</i>	<i>Jonathan Pruitt, Executive Vice President for Business Affairs</i>	<i>Chief Business Officer, U.T. El Paso</i> <i>September 15, 2020 (cont. March 1, 2022)</i>
HOLIDAY SCHEDULE: Delegation of authority to approve annually the holiday schedule for the respective institutions.	<i>Rule 30201, Section 1</i>	<i>Jonathan Pruitt, Executive Vice Chancellor and Chief Operating Officer</i>	<i>Presidents, The University of Texas</i> <i>September 1, 2010 (cont. March 1, 2022)</i>
TRADEMARK LICENSE AGREEMENTS: Delegation of authority to execute and deliver trademark license agreements related to Board-owned trademarks, so long as all trademark license agreements include: (1) the grant clause posted online or a grant clause substantially similar to that grant clause, (2) a statement making the license subject to the Trademark License Agreement Terms and Conditions posted online, and (3) a Trademark Schedule showing the exact mark or marks being licensed and indicating how those marks are to appear (including color, capitalization, typesetting, and any other distinguishing features of the included marks). Ensure proper monitoring of each licensee. All trademarks with a value exceeding institutions' local contracting authority must be reviewed and processed as outlined in UTS125.	<i>Rule 10501; Rule 90101, Sects. 15.1 and 15.3; UTS125</i>	<i>Daniel H. Sharphorn, Vice Chancellor and General Counsel</i>	<i>Presidents – UT Institutions</i> <i>Chief Business Officers – UT Institutions and UT System</i> <i>Vice Provosts for Research and Vice Presidents for Research – UT Institutions</i> <i>Chief Legal Officers – UT Institutions</i> <i>March 6, 2017</i>

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