

## SPG 601.24 – Table 1 Delegations of Authority

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## SPG 601.24 – Table 1 Delegations of Authority

### Part I: Limitations of Delegated Authority and Prohibitions

#### Notice to All Third Parties

All delegations in SPG 601.24, Table 1, are to be interpreted as strictly limited to the documents and subjects described. While each entry is believed to be clear, on occasion a supplier/purchaser may wish to verify the authority of the person purporting to be an authorized signatory to bind the University. Verification of authority to bind the University may be obtained as follows:

1. For the most common transactions for goods and/or services, contact the Director of Procurement Services via email or telephone at (734) 764-8212 or at [procurement.services@umich.edu](mailto:procurement.services@umich.edu).
2. For other transactions where some ambiguity in the table is perceived and not resolved by the Director of Procurement Services, call the Office of General Counsel for clarification.
3. For transactions where special authentication is required, the Office of General Counsel will provide a formal opinion of counsel issued to the vendor for a charge of \$250 per opinion letter. OGC waives the fee when the requesting party is a government or institution of higher education.

Regardless of the text in Table 1, under no circumstances is the text meant to include nor does it include:

1. Land contracts or deeds for real property. All land contracts or deeds for real property require the original signature of (1) the executive vice president and chief financial officer **AND** (2) the president.
2. Perpetual use of the university name or mark (e.g., block M).

## SPG 601.24 – Table 1 Delegations of Authority

### Part II: Parameters and Instructions

This table, through Standard Practice Guide (SPG) 601.24, grants authority to sign documents or bind the University to an agreement of the types described in the Table below to those persons holding the applicable University of Michigan positions identified in the Table (whether permanently or on an interim or acting basis). Sub-delegation of the authorities contained in this Table is not permitted unless expressly indicated in the Table, and must be made in writing and in accordance with Part IV of SPG 601.24.

**IMPORTANT INFORMATION FOR THOSE EXERCISING AUTHORITY:** Any attempt to bind the University in a way that is contrary to SPG 601.24 will be treated as an unauthorized activity for which you may be held personally liable. For more information, see Part II of SPG 601.24, which summarizes the specific obligations of those exercising authority under this Table.

**IMPORTANT INFORMATION FOR OUTSIDE ENTITIES:** If you are engaging with the University on a business or finance matter, you must ensure that you are dealing with someone who is appropriately authorized. If a person is purporting to negotiate with you on behalf of the University who is neither delegated authority through this Table nor able to provide written evidence of a sub-delegation made to them personally, you should cease negotiating with that person and, if appropriate, call the University Compliance Hotline (<https://compliance.umich.edu/> or call 1-888-990-0111.)

All Agreements should be forwarded to Procurement Services for storage in a central contract repository.

Requests to change the authorities delegated in this Table should be directed to the Associate Vice President for Finance.

## SPG 601.24 – Table 1 Delegations of Authority

### Part III: Authorized Delegations

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## **SPG 601.24 – Table 1 Delegations of Authority**

### **Abbreviation Key**

AEC = Architecture, Engineering and Construction

AVPF = Associate Vice President for Finance

AVPFO = Associate Vice President for Facilities & Operations

AVPHR = Associate Vice President for Human Resources

AVPSL = Associate Vice President for Student Life

Dir. Athletics = Donald R. Shepherd Director of Intercollegiate Athletics

EVPCFO = Executive Vice President and Chief Financial Officer

EVPMA = Executive Vice President for Medical Affairs

HR = Human Resources

ICLE = Institute for Continuing Legal Education

OGC = Office of General Counsel

ORSP = Office of Research and Sponsored Projects

UMH = University of Michigan Hospital

VC = Vice Chancellor

VCBF = Vice Chancellor for Business and Finance (Flint)

VPR = Vice President for Research

VPSL= Vice President for Student Life

## SPG 601.24 – Table 1 Delegations of Authority

<b>Administration</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07 and Regent Action on May 15, 1992	Liquor license documents as may be required for application, renewal or certifications.		No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Governmentally required injury incident reports.		Yes
Vice President for Global Communications & Strategic Initiatives	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	All routine licensing filings required for WUOM, WVGR, and WFUM-FM.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Athletics</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaw 3.07	All documents as may be required to conduct standard operations of the athletic department, including game contracts, facility rentals, licenses and agency agreements up to \$100,000 in total value. Does not include procurement of goods and services.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaw 3.07	Game contracts with value of \$100,000 or more up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaw 3.07	Agreements for use of suites at Michigan Stadium.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Athletics</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Executive Associate Athletic Director and Chief of Staff, Athletics	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	License agreements and Sponsorship agreements in connection with trademark use and athletic department promotion and merchandising activities with value up to \$100,000 and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Assistant Athletic Director of Trademark Licensing, Athletics	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	License agreements and Sponsorship agreements in connection with trademark use and athletic department promotion and merchandising activities with value up to \$100,000 and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Executive Senior Associate Athletic Director and Chief Operating Officer, Athletics	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	Athletic facility rental contracts under \$250,000 total value and up to 3 years in duration and summer camp agreements up to 1 year in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes



## SPG 601.24 – Table 1 Delegations of Authority

<b>Athletics</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Athletic Director – Operations and Events, Athletics	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	Athletic facility rental contracts under \$75,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Sport Administration (Assigned Teams), Athletics	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	Game and athletic event contracts under \$50,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Athletics</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Facility Manager for Yost Ice Arena and Wilpon Baseball and Softball Complex or Facility Manager for Varsity Tennis Center, Soccer, Wrestling and Women’s Gymnastics or General Manager for Radrick Farms or General Manager for UM Blue Golf Course	Delegated by EVPCFO under Regent Bylaw 3.07 through Dir. Athletics	Athletic facility rental and golf course outing contracts under \$25,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Construction</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Construction contracts and all documents required for implementation for construction projects up to \$1 million, including notices to proceed.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine applications, requests for review and related documents which are executed with or for third parties and are necessary for construction projects to proceed and/or campus master planning efforts. Does not include easements, licenses, rights of way or other similar documents affecting real property.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Professional services up to \$100,000 for construction projects.		Yes
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Construction contracts and notices to proceed for construction projects with construction costs up to \$750,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No, except to Associate Director for Project Controls when physically absent from University for an extended period of time.

## SPG 601.24 – Table 1 Delegations of Authority

<b>Construction</b>				
Position/title with authority	Source of Authority for Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Change orders or change directives for construction projects with construction costs up to \$750,000.		Yes, for changes up to \$250,000. For changes greater than \$250,000 up to \$750,000, sub-delegation to Associate Director for Project Controls permitted only when physically absent from University for an extended period of time.
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Change orders or change directives for construction up to \$1 million.	Only if EVPCFO or AVPFO previously approved change.	No, except to Associate Director for Project Controls when physically absent from University for an extended period of time.
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Professional services up to \$100,000 for construction projects.		Yes, up to \$50,000.
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine applications, requests for review and related documents which are executed with or for third parties and are necessary for construction projects to proceed and/or campus master planning efforts. Does not include easements, licenses, rights of way or other similar documents affecting real property.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Environmental</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Commitments to environmental health and safety programs for governmental or corporate research grants.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine documents related to inquiries, reports, and notifications on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.01	Commit funds for decommissions activities for NRC-issued licensed U-M Facilities.		Yes
Executive Director of Environment, Health & Safety	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine documents related to inquiries, reports, and notifications on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		Yes
Executive Director of Environment, Health & Safety	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Commitments to environmental health and safety programs for governmental or corporate research grants.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Financial &amp; Fiscal Management</b>				
<b>Position/title with authority</b>	<b>Source of Authority For Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Assignment of promissory notes issued to students for student loans.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Tax information and returns for University charitable remainder trusts and donor pooled income fund.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Collection Agency agreements.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Legal counsel and initiate legal proceedings to conserve University assets.	After consultation with Office of General Counsel.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Open, close, certify and manage depository and disbursement accounts in Regents name.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Contract for and manage treasury management services.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Loan satisfaction documents related to University loans to faculty or staff.	This authority only available when loan satisfaction conditions have been met – not for release from obligations.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Financial &amp; Fiscal Management</b>				
<b>Position/title with authority</b>	<b>Source of Authority For Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Documents required to identify unauthorized accounts at a financial institution.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Use of Mcard trademark and trade name.	Restricted to Mcard participating merchants.	Yes
Treasurer	Delegated by EVPCFO Under Regent Bylaw 3.01 through AVPF	Use of Mcard trademark and trade name.	Restricted to Mcard participating merchants.	Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Open, close, certify and manage depository and disbursement accounts in Regents name.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Contract for and manage treasury management services, including debt-related documents.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Documents required to identify unauthorized accounts at a financial institution.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Financial &amp; Fiscal Management</b>				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Loan satisfaction documents related to University loans to faculty or staff.	This authority only available when loan satisfaction conditions have been met – not for release from obligations.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Close, certify and manage depository and disbursement accounts in Regents name	Operational requirements mandated.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Manage treasury management services, including debt-related documents		No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Documents required to identify unauthorized accounts at a financial institution.		No
Controller & Director of Financial Operations	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Assignment of promissory notes issued to students for student loans.		Yes
Tax Director	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Tax information and returns for University charitable remainder trusts and donor pooled income fund.		Yes



**SPG 601.24 – Table 1 Delegations of Authority**

<b>Financial &amp; Fiscal Management</b>				
<b>Position/title with authority</b>	<b>Source of Authority For Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
President, UM Hospitals and Health Centers	Delegated by EVPCFO under Regent Bylaw 3.01	Legal counsel and initiate legal proceedings to recover delinquent patient accounts receivable.	After consultation with Office of General Counsel.	Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Gifts / Donors</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05	Accept, decline, sell, receipt, and administer all gifts, bequests, and distributions of various assets with authority to execute all agreements and other relevant documents. Accept, receipt, decline, invest, and administer planned gifts, including charitable remainder trusts, charitable gift annuities, and Donor Pooled Income Fund. Includes signing all documents such as applications, notifications, annual reports, certifications, statements, and other filings as may be required by those states.	Accept the following only with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes, Refer to Office of University Development Continuity of Operations Plan (COOP).

## SPG 601.24 – Table 1 Delegations of Authority

<b>Gifts / Donors</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.07	In the administration of gifts of securities and other financial interests and life insurance policies, all documents associated with the sale of securities and other financial interests or surrender of life insurance policies.	Accept the following only with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes, Refer to Office of University Development Continuity of Operations Plan (COOP).

## SPG 601.24 – Table 1 Delegations of Authority

<b>Gifts / Donors</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05 through VP for Development	Accept, decline, sell, receipt, and administer all gifts, bequests, and distributions of various assets with authority to execute all agreements and other relevant documents. Accept, receipt, decline, invest, and administer planned gifts, including charitable remainder trusts, charitable gift annuities, and Donor Pooled Income Fund. Includes signing all documents such as applications, notifications, annual reports, certifications, statements, and other filings as may be required by those states.	Accept the following only in the absence of the Vice President of Development, and with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes, Refer to Office of University Development Continuity of Operations Plan (COOP).

## SPG 601.24 – Table 1 Delegations of Authority

<b>Gifts / Donors</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.07 through VP for Development	In the administration of gifts of securities and other financial interests and life insurance policies, all documents associated with the sale of securities and other financial interests or surrender of life insurance policies.	Accept the following only in the absence of the Vice President of Development, and with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes, Refer to Office of University Development Continuity of Operations Plan (COOP).

## SPG 601.24 – Table 1 Delegations of Authority

<b>Human Resources</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	Yes
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	Employment-related settlement agreements.	Must consult with Office of General Counsel. Unique situations to be brought to EVPCFO.	Yes
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	All routine updates and amendments to both retirement benefit plans and their implementing administrative contracts.	Must consult with Office of General Counsel. Unique situations to be brought to EVPCFO.	Yes
Chief Human Resource Officer, Michigan Medicine Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental for Michigan Medicine.	Must consult with Office of General Counsel.	No
Chief Human Resource Officer, Michigan Medicine Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements.	Must consult with Office of General Counsel. Unique situations to be brought to EVPCFO.	No
Sr. Director, HR Comp & Classification or Associate Vice Provost for Academic and Faculty Affairs and Senior Director, Academic HR	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	No

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<b>Human Resources</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Labor Relations, Michigan Medicine Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental for Michigan Medicine.	Must consult with Office of General Counsel.	No
Director Labor Relations, Staff HR or Associate Director, HR Academic HR Services	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	No
Senior Human Resources Representative, Staff HR, Ann Arbor Campus	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements.	Must consult with Office of General Counsel. Unique situations to be brought to AVPHR.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Investments</b>				
Position/title with authority	Source of Authority for Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Select, sign and manage contracts with investment manager.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	Yes
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Partnership agreements for new and follow-on investments.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	Yes
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Proxy ballots on University held securities.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Custodian agreements with the Treasurer.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Vendor contracts related to long-term portfolio management, university investment pool, and subscriptions up to \$50,000.		No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Documents concerning long-term portfolio asset mix.		No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Documents concerning long-term portfolio investment policy matters within asset classes.		Yes



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<b>Investments</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05	Intake and sale of investments security gifted to U-M.	Coordinate with Chief Investment Officer.	Yes
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05 through VP of Development	Intake and sale of investments security gifted to U-M.	Only in the absence of the Vice President for Development. Coordinate with Chief Investment Officer.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Land Use/Lease/Land Transactions</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaw 3.07	Athletic facility and grounds use form agreements, including use for games.	Must consult with Office of General Counsel on form change.	No
Vice President of Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07	Use of North Campus Grove and Central Campus Diag area.	Use must be within approved U-M policy.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	In absence of EVPCFO, transactions involving real property.	Only in absence of EVPCFO and in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	ATM leases and licenses up to 3 years duration.	Must review first with Associate Vice President of Facilities & Operations or designee.	No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	All routine use agreements with external parties of buildings or property, including University Unions with durations up to 12 months. Does not include ATM.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Oil and gas division orders.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Land Use/Lease/Land Transactions</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine utility easements that conform with standard easement template, access agreements of not more than three months' duration, and right-of-way agreements with City of Ann Arbor.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents related to the routine leasing of University and non-University space with durations up to 12 months. Does not include ATM.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents related to construction projects or master planning efforts for use of land with durations up to 12 months.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents except deeds related to sale, purchase or transfer of real property, subject to prior Regent approval under Bylaw 3.07(1).		No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	In absence of EVPCFO, all documents related to real property with a value up to \$500,000. No deeds. No leases in excess of 12 months.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Land Use/Lease/Land Transactions</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents related to third-party sales or refinancing where the University is a tenant in the subject property and landlord or lender request an estoppel and/or Subordination Non-Disturbance Agreement pursuant to the terms of the applicable lease.		Yes
Associate Vice President of Student Life, AVP Auxiliary Operations for Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL	Use of North Campus Grove and Central Campus Diag area.	Use must be within approved U-M policy.	Yes
Senior Director, University Unions and Auxiliary Services, Unions-Administration for Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL through AVPSL	Use of North Campus Grove and Central Campus Diag area.	Use must be within approved U-M policy.	Yes
Director of Campus Involvement/ University Unions Associate Director, Union-Programs for Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL through Dean of Students.	Use of North Campus Grove and Central Campus Diag area.	Use must be within approved U-M policy.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Land Use/Lease/Land Transactions</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents related to the routine leasing of University and non-University space with durations up to 12 months. Does not include ATM.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Oil and gas division orders.		No
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents except deeds related to sale, purchase or transfer of real property, subject to prior Regent approval under Bylaw 3.07(1).		No
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents related to construction projects or master planning efforts for use of land with durations up to 12 months.		No
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine utility easements that conform with standard easement template, access agreements of not more than three months' duration, and right-of-way agreements with City of Ann Arbor.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Land Use/Lease/Land Transactions</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	In absence of EVPCFO, all documents related to real property with a value up to \$500,000. No deeds. No leases in excess of 12 months.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Executive Director for Real Estate	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents related to third-party sales or refinancing where the University is a tenant in the subject property and landlord or lender request an estoppel and/or Subordination Non-Disturbance Agreement pursuant to the terms of the applicable lease.		No
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	ATM leases and licenses up to 3 years duration.	Must review first with Associate Vice President of Facilities & Operations or designee.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	ATM leases and licenses up to 3 years duration.	Must review first with Associate Vice President of Facilities & Operations or designee.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Risk Management and Claims</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to the settlement of claims up to \$2 million.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to the settlement of contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights with settlement value up to \$100,000.		Yes, to Director Procurement Services.
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to applications for purchase of insurance and self-insurance with the state or underwriters.		Yes, to Director of Risk Management.
Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of claims up to \$1 million excluding contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights.		Yes, to Assistant Director of Risk Management where settlement is less than \$500,000.
Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to structured settlements.	This authority only available once the approval to settle the claim (at any level) has been received.	No
Assistant Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Director of Risk Management	All documents related to the settlement of claims up to \$500,000 excluding contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Risk Management and Claims</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Risk Management Head System, Michigan Medicine Risk Management, Clinical Risk	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of medical malpractice claims up to \$150,000. May not sign checks.		No
Senior Risk Management Claims Representative Senior Claims Representative, Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of claims up to \$150,000 excluding contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights. May not sign checks.		No
Vice President and General Counsel	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to the settlement of educator’s legal liability claims up to \$150,000. May not sign checks.		No
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of contractual claims associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or intangible rights with settlement value up to \$100,000.		No



## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Occupancy of University managed housing units.		Yes
Vice President for Student Life	Delegated by EVPCFO under <a href="#">SPG 201.56</a> .	Authorize solicitations of employees of Division of Student Life.		Yes
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No
Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Routine form contracts for use of space and operations of University Unions. Contracts cannot exceed 10 years.	Contracts must be within authorized budgets. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes for space contracts, No for operation contracts.
Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$20,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Routine form contracts for use of space and operations of University Unions. Contracts cannot exceed 10 years.	Contracts must be within authorized budgets. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes for space contracts, No for operation contracts.

## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$20,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Occupancy of University managed housing units.		Yes
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Student Life, AVP Auxiliary Operations	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		Yes
Director of University Housing, University Housing for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL	Occupancy of University managed housing units.		Yes
Deputy Director of Housing, University Housing for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL	Occupancy of University managed housing units.		Yes
Senior Associate Director, Central Administration, University Housing for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL through Director of University Housing	Occupancy of University managed housing units.		Yes
University Housing Assistant Director, Housing- Information for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL through Director of University Housing through Senior Associate Director of University Housing	Occupancy of University managed housing units.		No
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL through AVPSL.	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes, to Associate Director, with prior approval of AVPSL.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Space rental agreements for use of Central Campus Recreation Building, North Campus Recreation Building, Intramural Sports Building, Elbel Field Building, Elbel Field, Mitchell Field, North Fields, Palmer Field, Outdoor Recreation Basketball and Tennis Courts.		Yes, to Senior Associate Director, and Senior Assistant Director for Facilities of Student Life.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Agreements for use of Challenge Program facilities and services. For single events not to exceed \$5,000.		Yes, to Senior Associate Director, and Senior Assistant Director for Outdoor Recreation and Challenge Programs of Student Life.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Off-campus recreation space use rental and tournament participation agreements by Recreational Sports sponsored Club Sports teams. For single events not to exceed \$5,000.		Yes, to Associate Director.

## SPG 601.24 – Table 1 Delegations of Authority

<b>Student Life</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Senior Director, Michigan Dining Administration for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		No
Senior Director University Unions and Auxiliary Services, Unions – Administration for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Meeting space rental agreements in University Unions facilities.		Yes, with prior approval of AVPSL.
Senior Director University Unions and Auxiliary Services, Unions – Administration for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL through AVPSL	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes, to Manager, Unions – Major Events.

## SPG 601.24 – Table 1 Delegations of Authority

<b>Technology Transfer</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Research	Delegated by EVPCFO under Regent Bylaws 2.05 & 3.01	Commercialization of existing intellectual property owned by Regents, including patents/ trademarks/copyrights, licensing, reassignment of inventions to inventors, royalty sharing, outgoing, and incoming material transfers, and all associated documents, including acquisition of equity/securities through licensing and equity management. Non-disclosure agreements related to university research or commercialization of university intellectual property.	Excludes trademark licensing under authority of Intercollegiate Athletics.	Yes
Associate Vice President for Research, Technology Transfer and Innovation Partnerships	Delegated by EVPCFO under Regent Bylaws 2.05 & 3.01 through VPR	Commercialization of existing intellectual property owned by Regents, including patents/ trademarks/copyrights, licensing, reassignment of inventions to inventors, royalty sharing, outgoing, and incoming material transfers, and all associated documents, including acquisition of equity/securities through licensing and equity management. Non-disclosure agreements related to university research or commercialization of university intellectual property.	Exceptions to the Technology Transfer policy require VPR approval. Excludes trademark licensing under authority of Intercollegiate Athletics.	Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice President for Research	Delegated by EVPCFO under Regent Bylaw 3.07	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No
Vice President for Research	Delegated by EVPCFO under Regent Bylaw 3.07	All documents required to obtain/accept/ receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$5 million. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes



## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$5 million.		Yes
Director of Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$5 million. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes
Director of Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$5 million.		Yes
Executive Director of the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Executive Director of the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	All documents required to obtain/ accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No
Assistant Director, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$5 million.		Yes
Assistant Director, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity, including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$5 million. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes
Contract Administration Manager, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$5 million.		Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Contract Administration Manager, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity, including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$5 million. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes
Associate Director, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements provided for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No
Associate Director, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored Projects	All documents required to obtain/accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Managing Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No
Managing Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents required to obtain/accept/ receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No
Assistant Managing Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Assistant Managing Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents required to obtain/accept/ receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No
Senior Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No
Senior Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents required to obtain/accept/ receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Applications which are combined solicitations, offers or award packages require Sponsored Programs approval if over \$250,000. Must be within normal University activities.	No
Project Representative, Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Executive Director of the Office of Research and Sponsored projects	All documents required to obtain/accept/ receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$250,000.		No
Contract Administrator Lead, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research and other sponsored subawards/ procurement agreements up to \$1.5 million.		No
Contract Administrator Senior, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$750,000.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Training, Research Contracts &amp; Grants</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Contract Administrator Intermediate, Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research or other sponsored subawards/ procurement agreements up to \$500,000.		No
Director Grants Review and Analysis, Medical School Office of Grant Services and Analysis	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	Proposals for grant agreements to the U.S. Department of Health and Human Services via eResearch, ASSIST or Grants.gov; Proposals for funding to the U.S. Department of Veteran Affairs under the Intergovernmental Personnel Act.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Must be within normal University activities.	No
Associate Director – Pre Award Res Admin, Medical School Office of Grant Services and Analysis	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	Proposals for grant agreements to the U.S. Department of Health and Human Services via eResearch, ASSIST or Grants.gov; Proposals for funding to the U.S. Department of Veteran Affairs under the Intergovernmental Personnel Act.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Must be within normal University activities.	No
Contract & Grant Specialist, Medical School Office of Grant Services and Analysis	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	Proposals for grant agreements to the U.S. Department of Health and Human Services via eResearch, ASSIST or Grants.gov; Proposals for funding to the U.S. Department of Veteran Affairs under the Intergovernmental Personnel Act.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegate. Must be within normal University activities.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$10 million.	All contracts in the absence of EVPCFO.	Yes, up to \$10 million, No in the absence of EVPCFO.
Associate Vice President for Facilities and Operations	Delegated by EVPCFO under Regent Bylaw 3.07	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$10 million.	All contracts in the absence of EVPCFO.	Yes, up to \$10 million, No in the absence of the EVPCFO.
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Amendments to contracts associated with the acquisition, use, sale or disposal of goods, services, sponsorships or uses of intangible rights approved by the EVPCFO, where the change is no more than 25% of the approved contract value.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01 and 3.07	Purchasing Card (“PCard”) use.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Sale or disposition of all surplus or used property.	Under requirements set forth in <a href="#">SPG 520.01</a> .	Yes
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$10 million.		Yes



## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Amendments to contracts associated with the acquisition, use, sale or disposal of goods, services, sponsorships or uses of intangible rights approved by the EVPCFO, where the change is no more than 25% of the approved contract value.		No
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.01 and 3.07 through AVPF	Purchasing Card (“PCard”) use.		Yes
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Sale or disposition of all surplus or used property.	Under requirements set forth in <a href="#">SPG 520.01</a> .	Yes
Director, Supply Chain Strategy, UMH Contracts & Proc Admin	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$5 million.		No
Purchasing Manager, UMH Contracts & Proc Admin or IT Procurement Commodity Manager or Construction & MRO Commodity Manager	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$5 million.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Purchasing Manager, UMH Contracts & Proc Admin or IT Procurement Commodity Manager or Construction & MRO Commodity Manager	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	Sale or disposition of all surplus or used property.	Under requirements set forth in <a href="#">SPG 520.01</a> .	No
Procurement Supervisor, Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$2.5 million.		No
Senior Procurement Agent, Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$1 million and no greater duration than 5 years.		No
Procurement Agent or Intermediate Procurement Agent, Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$500,000 and no greater duration than 3 years.		No
Associate Procurement Agent, Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$100,000 and no greater duration than 1 year.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Contract Administrators Intermediate, Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$100,000 and no greater duration than 1 year.		No
General Operations Manager for Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 and through AVPF and through Director of Procurement Services	Sale or disposition of all surplus or used property.	Under requirements set forth in <a href="#">SPG 520.01</a> .	Yes
Warehouse Senior Supervisor or Warehouse Supervisor for Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 and through AVPF through Director of Procurement Services and through General Operations Manager	Sale or disposition of all surplus or used property.	Under requirements set forth in <a href="#">SPG 520.01</a> .	No
M-Pathways, Procurement authorized users	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services through Dean or Director of the applicable business or academic unit	Acquisition of goods or services up to \$10,000.	Only to the extent covered by properly approved budgets and available funds. Must comply with all requirements in <a href="#">SPG 507.01</a> .	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
PCard Holder	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	Acquisition, or use goods or services up to amounts specified within the Purchasing Card (PCard) agreement the user signed.	Must comply with all requirements in <a href="#">SPG 507.01</a> to maintain procurement card. User must have approval from their department in order to obtain PCard.	No
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	External memberships, dues and subscriptions up to \$10,000 per year for use by the libraries.		Yes
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	Agreements for the university libraries to host electronic publications from outside entities.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	Loan/borrowing of library collections up to \$1 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$100,000.	Yes
Associate University Librarian for Publishing/Director of University of Michigan Press	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Author-publisher agreements for U-M Press with author advances up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate University Librarian for Collections and Librarian, University Library	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07 through AVPF	Loan/borrowing of library collections up to \$100,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$100,000.	No
Director, Conferences – Summer Camps for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	University provisioning of food, lodging, space, facilities and equipment for conferences and camps.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

**SPG 601.24 – Table 1 Delegations of Authority**

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director and Curator of Museum of Art	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Loan of museum art valued up to \$2 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$150,000.	No
Director and Curator of Museum of Art	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Borrowing of museum art valued up to \$5 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$150,000.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Transactions for Goods and Services</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Executive Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Contribution and participation agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Associate Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Contribution and participation agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Author and consulting editor agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No



## SPG 601.24 – Table 1 Delegations of Authority

<b>Dearborn Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	For Dearborn campus, license or use of Dearborn facilities to external groups up to 12 months.		Yes
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	Agreements for the license or use of Dearborn University Center.		No
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	For Dearborn campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance; Verification of commitments-policies-procedures as required for grants or contract purposes.		Yes
Vice Chancellor for Business Affairs, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn	For Dearborn campus, license or use of Dearborn facilities to external groups up to 12 months.		No
Vice Chancellor for Business Affairs, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn	For Dearborn campus, routine documents related to inquiries on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Dearborn Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice Chancellor for Business Affairs, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	Dearborn’s Student Activities Office coordinated entertainment contracts, for single events not to exceed \$10,000.	Only to the extent covered by properly approved budgets and available funds. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Dean of Students, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through VC for Business Affairs, Dearborn	Dearborn’s Student Activities Office coordinated entertainment contracts, for single events not to exceed \$10,000.	Only to the extent covered by properly approved budgets and available funds. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Dearborn Athletic Director	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn, through VC for Business Affairs	Agreements for the license or use of Dearborn Field House to external groups up to 12 months.		No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Dearborn Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Mardigian Library, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn, through VC and Provost	External memberships, dues and subscriptions up to \$10,000 per year for use by the library.		No
Director of Mardigian Library, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn, through VC and Provost	Loan of art valued at up to \$2 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No
Director of Mardigian Library, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Dearborn, through VC and Provost	Borrowing of art valued at up to \$5 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No

**SPG 601.24 – Table 1 Delegations of Authority**

<b>Dearborn Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Human Resources Director, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements	Must consult with Office of General Counsel, VC of Business Affairs, and AVPF. Unique situations to be brought to AVPHR.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, license or use of outside facilities up to 3 years and under 50,000 square feet total.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, license or use of Flint facilities to external groups up to 12 months.		Yes
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Flint Procurement and Contracts and advice from the Office of General Counsel.	Yes
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint Campus, contracts related to UM-Flint institutional advancement activities such as conference hall rental, receptions for alumni, catering services for events.	Only to the extent covered by properly approved budgets and available funds.	Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
Position/title with authority	Source of Authority for Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, entertainment performance contracts, for single events not to exceed \$10,000.	Unique contracts require advance approval by EVPCFO. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Chancellor, Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance; Verification of commitments-policies-procedures as required for grants or contract purposes.		Yes
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, license or use of Flint facilities to external groups up to 12 months.		Yes
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint campus, license or use of space of outside facilities up to 3 years and under 50,000 square feet total.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Vice Chancellor for Student Affairs, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Flint Procurement and Contracts and advice from the Office of General Counsel.	Yes
Associate Vice Chancellor and Dean of Students, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Flint Procurement and Contracts and advice from the Office of General Counsel.	No
Vice Chancellor for University Advancement, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, contracts related to UM-Flint institutional advancement activities such as conference hall rental, receptions for alumni, catering services for events.	Only to the extent covered by properly approved budgets and available funds.	Yes
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, VC for Business and Finance, Flint	For Flint Campus, entertainment performance contracts for single events not to exceed \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes

## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Alumni Relations and Career Services, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Vice Chancellor for University Advancement	For Flint Campus, agreements for event planning related to Career Development programs.	Only to the extent covered by properly approved budgets and available funds and approved by Procurement and Contracts and also requires use of the OGC approved template.	No
Director of Alumni Relations and Career Services, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Vice Chancellor for University Advancement	For Flint Campus, agreements for event planning related to Career Development programs.	Only to the extent covered by properly approved budgets and available funds and approved by Flint Procurement and Contracts and also requires use of OGC approved template.	No
Director of Environment, Health & Safety, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, VC for Business and Finance, Flint	For Flint Campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance. Verification of commitments-policies-procedures as required for grants or contracts.		No
Human Resources Director, Flint	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR, Flint	Employment-related settlement agreements	Must consult with UMF Chancellor, Provost, VCBF, Human Resources Department, and Office of General Counsel, and AVPF. Unique situations to be brought to AVPHR.	No



## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Associate Chancellor and Dean of Students, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor and VC for Student Affairs, Flint	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Flint Procurement and Contracts and advice from the Office of General Counsel.	Yes
Director, Flint Library	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint, through VCBF and Provost	Loan of art valued at up to \$2 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No
Director, Flint Library	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint, through VCBF and Provost	Borrowing of art valued at up to \$5 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No

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<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Housing and Residential Life	Delegated by EVPCFO under Regent Bylaw 3.07 through the Chancellor, Flint and VCBF	Occupancy of University managed housing units.		No
Director of Housing and Residential Life	Delegated by EVPCFO under Regent Bylaw 3.07 through the Chancellor, Flint and VCBF	Space rental agreements for use of the 1st Street Residence Hall and Riverfront Residence Hall.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Director of Campus Recreation Center and Intramural Sports	Delegated by EVPCFO under Regents Bylaw 3.07 through the Chancellor, Flint and VCBF	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Director of Campus Recreation Center and Intramural Sports	Delegated by EVPCFO under Regent Bylaw 3.07 through the Chancellor, Flint and VCBF	Space rental agreements for use of Flint Recreation Building.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

## SPG 601.24 – Table 1 Delegations of Authority

<b>Flint Campus</b>				
<b>Position/title with authority</b>	<b>Source of Authority for Delegation</b>	<b>Document/Contract/Designation Types</b>	<b>Internal Process</b>	<b>Sub-delegation</b>
Director of Event and Building Services	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint and VCBF, Flint	For Flint Campus, license or use of Flint facilities to external groups for a single event, not to exceed \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No