

**UNIVERSITY-CENTRAL TEXAS  
THE TEXAS A&M UNIVERSITY SYSTEM  
President’s Delegation of Authority for Contract Administration  
Fiscal Year 2025**

**General Delegations:**

The Chancellor is delegated the authority to sign and approve contracts not specifically reserved by the Board of Regents in System Policy 25.07, *Contract Administration*. In accordance with System Policy 25.07, §6, the Chancellor may delegate authority to deputy chancellors, Vice Chancellors, CEOs or others to sign and approve these contracts. Furthermore, in accordance with System Policy 25.07, §6, the Chancellor has deleted to CEOs the authority to sign and approve contracts described in System Policy 25.07, §3, regardless of dollar value, with the exception of contracts described in System Policy 25.07, §3(b), and CEOs may delegate such authority to designees.

In accordance with System Policy 25.07.01, *Contract Administration, Delegations and Reporting*, the Delegation of Authority for Contract Administration for all contracts is shown on the following pages. In case of unavailability of the person who has the delegated authority, the President of Texas A&M University–Central Texas is delegated the authority to execute the contract.

\*Please be aware that the monetary categories noted in the below delegation of authority are subject to Board of Regents approval for certain contracts in accordance with System policies and regulations. In accordance with System Policy 25.07, §2, certain contracts that involve or exceed an annual consideration of \$500,000 or more or are longer than 5 years must be approved by the Board of Regents. Such dollar threshold does not apply to contracts described in System Policy 25.07, §3.

**Legend:**

ASST	Assistant	HUB	Historically Underutilized Businesses
AP	Associate Provost/Senior Associate Vice President*	HRO	Human Resources Officer*
ARI	Author/Researcher/Inventor*	OGC	Office of General Counsel
AVC	Associate Vice Chancellor	PCS	President’s Chief of Staff*
AVP	Assistant/Associate Vice President (AVP) or Dean (as applicable) *	PD	Executive Director, Procurement
		PI	Principal Investigator/Research
BOR	Board of Regents	PIH	Procurement, Inventory, & HUB Coordinator*
CA	Contract Administrator*	SA	Assistant Vice President (AVP) Student Affairs*
CAO	Chief Academic Officer (Provost)*	S-CAO	System Chief Administrative Officer
CEO	Chief Executive Officer (President)*	S-CFO	System Chief Financial Officer

CFO	Chief Financial Officer*	S-CIO	System Chief Information Officer
CH	Chancellor	SLMO	System Land Management Office
CIO	Chief Information Officer*	SOBA	System Office of Budgets & Accounting
CRO	Chief Research Officer*	SR	System Regulation
DCIO	Deputy Chief Investment Officer	SREO	System Real Estate Office
DMC	Director of Marketing & Communications*	SP	System Policy
ECO	Export Control Officer*	SRS	Texas A&M Sponsored Research Services - Director, Assoc. Executive Director, & Executive Director
ED-BA	Executive Director, Business Affairs	SYCO	System Marketing & Communications
EIRAC	EIR Accessibility Coordinator*	System	The Texas A&M University System
EVA	Executive Vice Chancellor / CFO	TAMUCT	Texas A&M University–Central Texas (A&M–Central Texas)
FPC-CFO	Chief Facilities Officer	TI	Texas A&M Innovation
FPC	Facilities, Planning & Construction	VCR	Vice Chancellor for Research
FS	Director, Facilities Services*	VCBA	Vice Chancellor for Business Affairs

Acronyms annotated with an asterisk (\*) are A&M–Central Texas

**Notes:**

- 1 REQUIRED GENERAL COUNSEL REVIEW (System Policy 25.07, §4): Unless otherwise stated in System Policies or System Regulations, all contracts that have a stated or implied consideration of \$200,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency, unless exempted under the OGC contract review procedures and checklist that have been approved by the chancellor.
- 2 All contracts for goods or services must comply with System Regulation 25.07.03, *Acquisition of Goods and/or Services*. All purchases shall comply with state statutes relating to contracting with historically underutilized businesses and procurement of goods and services from persons with disabilities.
- 3 It is the responsibility of the person noted in the “Typical Routing for Departmental Review” section to signify in writing (via Contract Transmittal) that they have reviewed the contract before sending it to the next person on the list. It is the responsibility of the person noted in the “Authorization to Execute Contracts” sections to note the complete routing and review certifications before signing the contract.
- 4 Government Code 2261.253 requires state agencies to post contracts for the purchase of goods or services from a private vendor that are valued at \$50,000 or greater if using institutional funds and all contracts using appropriated funds. Please forward copies of all agreements to the A&M–Central Texas Contract Administrator ([contracts@tamuct.edu](mailto:contracts@tamuct.edu)) to ensure proper reporting is completed.
- 5 Questions regarding contract administration should be directed to the Office of Contract Administration as outlined in System Rule 25.07.99.D1, Contract Administration.

- 6 A&M–Central Texas does not recognize contracts signed by A&M–Central Texas employees or agents as binding on A&M–Central Texas unless the employee who signed the contract has duly delegated signature authority
- 7 Employees who sign contracts purporting to bind the A&M–Central Texas without authority may be personally liable to the contractor and the University and may be subject to A&M–Central Texas disciplinary action, up to and including dismissal or discharge for cause.
- 8 Contracts, including electronic agreements, signed without proper authority shall not be binding on the A&M–Central Texas.
- 9 All previous delegations of authority are superseded and rendered void as of the effective date of this regulation.
- 10 Deputy Director and Director of RELLIS Campus are only authorized to sign contracts/agreements involving the RELLIS Campus.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<b>1. ADVERTISING AGREEMENTS</b>			
1.1 Advertising Agreements	<ul style="list-style-type: none"> <li>• CA</li> <li>• DMC</li> <li>• AVP (Enroll. Mgmt)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP ≤ \$100,000 (Enroll. Mgmt)</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS</b>			
2.1 Agreement with Foreign Governmental Bodies and Federal, State, or Local Governmental Entities	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> <li>• TI</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO</li> </ul>
2.2 Private Companies & Foundations	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> <li>• TI</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO</li> </ul>
<b>3. ARTICULATION AGREEMENTS</b>			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
3.1 Agreements with other institutions of higher education regarding transfer of courses	<ul style="list-style-type: none"> <li>• CA</li> <li>• SA (as applicable)</li> <li>• AVP (Enrollment Mgmt)</li> <li>• AP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$500,000</li> <li>• CEO</li> </ul>
<b>4. ATHLETIC AGREEMENTS</b>			
4.1 Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"> <li>• See Section 23.8.1 herein.</li> </ul>	<ul style="list-style-type: none"> <li>• See Section 23.8.1 herein.</li> </ul>	<ul style="list-style-type: none"> <li>• See Section 23.8.1 herein.</li> </ul>
4.2 Athletic Event Sponsorship	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CFO (as applicable)</li> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO (as applicable)</li> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO (as applicable)</li> <li>• CEO</li> </ul>
<b>5. COLLECTION AGENCY AGREEMENTS</b>			
5.1 Collection of Accounts ( <i>See 5.1.1 below</i> ). <i>All collection agency contracts, extensions and renewals are subject to and conditioned upon express written approval of the State Attorney General.</i>			
5.1.1 Collection Agency Agreements <i>General Counsel acts as liaison to the Attorney General and shall retain executed copies (not originals) and approve all collection agency contracts for the System and its members.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO or CFO executes and OGC and the State Attorney General approval <b>prior to Vendor execution</b></li> </ul>	
<b>6. CONSTRUCTION CONTRACTS (SP 51.02, 51.04, SR 51.04.01) - Monetary categories above do not apply to this section</b>			
6.1 Minor Projects (Less than \$4,000,000)	<ul style="list-style-type: none"> <li>• CA</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	
6.2 Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<ul style="list-style-type: none"> <li>• CA</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	
6.3 Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	

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<b>7. CONSULTING AGREEMENTS</b>			
7.1 Statutory Consulting Agreements <i>Acquisition of consulting services as defined by Texas Government Code § 2254.021.</i>	See Section 27.7 herein.	See Section 27.7 herein.	See Section 27.7 herein.
7.2 Statutory Consulting Agreements <i>Providing consulting services to 3<sup>rd</sup> parties</i>	See Section 26.1 herein.	See Section 26.1 herein.	See Section 26.1 herein.
<b>8. DONOR AGREEMENTS (SP 21.05, SR 21.05.01)</b>			
8.1 Personal Property with Restrictions (including indemnification) on Acceptance (including cash or cash equivalents) See SP 21.05.	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> <li>• CEO</li> <li>• SOBA (as applicable)</li> <li>• TI (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO &lt; \$1,000,000</li> <li>• CH ≥ \$1,000,000</li> </ul>
8.2 Real Property (including all bequests) All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.	See Section 23.3 herein.	See Section 23.3 herein.	See Section 23.3 herein.
8.3 Intellectual Property Gifts	See Section 16.7 herein	See Section 16.7 herein.	See Section 16.7 herein.
<b>9. EMPLOYMENT APPOINTMENTS</b>			
9.1 Faculty Offer Letters (Conditional letters of appointment to faculty)			
9.1.1 Approval of Appointment Offers – Tenure with Appointment (Rank of Professor, Associate Professor)	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> <li>• Tenure granted upon action of BOR</li> </ul>
9.1.2 Approval of Appointment Offers – Tenure-Track Faculty	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> </ul>

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Appointments ( <i>Rank of Associate Professor, Assistant Professor, Instructor</i> )	<ul style="list-style-type: none"> <li>• CAO</li> </ul>		<ul style="list-style-type: none"> <li>• BOR &gt; \$500,000</li> </ul>
9.1.3 Approval of Appointment Offers – Non-Tenure Track Appointments ( <i>e.g. Visiting Faculty Titles &amp; Lecturer Titles</i> )	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.4 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Dean, Interim Dean, Acting Dean</i>	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.5 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Academic Department Head, Interim Head, Acting Head</i>	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.6 Approval of Appointment Offers – Appointment and accompanying salary changes for faculty members appointed as <i>Director of an Academic Administrative Services Center or Institute</i>	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.7 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Dean</i>	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.8 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Department Head, Departmental Division Head</i>	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
9.1.10 Continuing and Extension Education	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.11 Other Instructional Agreements – Temporary Hires ( <i>part-time faculty, adjunct faculty</i> )	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.12 Off-Campus Instruction	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.1.13 Graduate Assistants ( <i>initial employment agreement for graduate student assistants</i> )	<ul style="list-style-type: none"> <li>• AVP (applicable Dean only)</li> <li>• HRO</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$300,000</li> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
<b>9.2 Non-Faculty Employment Appointments</b>			
9.2.1 Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"> <li>• AVP</li> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.2.2 Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"> <li>• AVP</li> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
9.2.3 Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	<ul style="list-style-type: none"> <li>• AVP</li> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• HRO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• BOR &gt; \$500,000</li> </ul>
<b>10. EMPLOYEE BENEFITS CONTRACTS – Benefits Administration</b>			
10.1 Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"> <li>• (System)</li> </ul>	<ul style="list-style-type: none"> <li>• (System)</li> </ul>	<ul style="list-style-type: none"> <li>• (System)</li> </ul>
<b>11. EQUIPMENT LEASE AGREEMENTS</b>			
<i>TAMUCT as Lessor</i>			
11.1 Equipment Lease with Purchase Option <i>non-employee (former faculty, research sponsor, etc.) rental for a specific period with fixed purchase option of TAMUCT-owned equipment.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• • CFO</li> </ul>	<ul style="list-style-type: none"> <li>• • CFO</li> </ul>
11.2 Equipment Lease for <i>TAMUCT</i> -Related Activities <i>non-employee (student, conference, etc.)</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<i>rental for a specified period of TAMUCT-owned equipment.</i>	<ul style="list-style-type: none"> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>		
11.2.1 Rental Vehicles <i>(Non- TAMUCT Lessee)</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
11.2.2 Equipment	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
<i>TAMUCT as Lessee</i>			
11.3 Equipment Lease with Purchase Option <i>Rental of equipment for TAMUCT use with fixed option to purchase within a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
11.4 Equipment Lease (Rental) <i>Rental of equipment for TAMUCT use for a specified period (five years or less).</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>12. FEDERAL &amp; STATE REGULATORY AGREEMENTS</b>			
12.1 Permits, Licenses, Declarations, Applications Filed with Regulatory Agencies	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>13. FINANCIAL CONTRACTS – Treasury Services</b>			
13.1 System Depositories (SP 22.02)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC <math>\geq</math> \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>



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<b>13.2 Investment Management (SP 22.02)</b>			
13.2.1 Investment Consultants and Advisors (subject to provisions of Section 27 Consultant Agreements)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
13.2.2 Investment Management (SP 22.02)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
<b>13.3 Debt Management (SP 23.02, RFS, HEF and PUF)</b>			
13.3.1 Financial Advisors (subject to provisions of Section 27 Consultant Agreements)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
13.3.2 Bond Counsel (See Section 19.2 Legal)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> </ul>
13.4 Other Banking Functions (Custodial agreements, securities lending agreements, payment card contracts)	<ul style="list-style-type: none"> <li>• Treasury Services</li> <li>• PD &gt; \$10,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• DCIO</li> </ul>
<b>14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE) (NON-RESEARCH RELATED)</b>			
14.1 Grants (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CFO</li> <li>• OGC (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO &lt; \$500,000</li> <li>• BOR ≥ \$500,000</li> </ul>
14.2 Student Financial Aid	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CFO</li> <li>• OGC (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO &lt; \$500,000</li> <li>• BOR ≥ \$500,000</li> </ul>
14.3 Funding Agreements (Academic)	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> <li>• OGC (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO &lt; \$500,000</li> <li>• BOR ≥ \$500,000</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
.4 Funding Agreements <i>(Non-Academic; Non-Sponsored Research)</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CFO</li> <li>• OGC (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO &lt; \$500,000</li> <li>• BOR ≥ \$500,000</li> </ul>
<b>15. INSURANCE-PARTIAL RISK TRANSFER CONTRACTS – Risk Management and Safety</b> (Retention of Predetermined Limited Risk with Contractual Transfer of Excess Risk Exposure)			
15.1 Fleet Automobile and Motor Driven Liability Contract (Motorized autos and machinery driven by System employees.) Contract reviewed by the State Board of Insurance, Attorney General’s Office, and the Texas Building and Procurement Commission.	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.2 Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.3 Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.4 Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User) NOTE: <b><u>The Office of Risk Management is responsible for all System-based Partial Risk Transfer Contracts. Risk Management must be contacted before any insurance is purchased.</u></b>	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> </ul>
15.5 Workers’ Compensation Insurance Claims processing or settlement	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> <li>• OGC ≥ \$200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> <li>• S-CFO</li> <li>• General Counsel</li> </ul>
15.6 Administrative Contracts	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• PD &gt; \$1,000,000</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Director, Risk Management (after OGC review)</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• OGC ≥ \$200,000</li> </ul>		<ul style="list-style-type: none"> <li>• S-CFO</li> </ul>
<b>16. INTELLECTUAL PROPERTY (SP 17.01) - Monetary categories above do not apply to this section</b>			
16.1 Technology Transfer			
16.1.1 Patent License Agreement ( <i>Technology Transfer</i> )	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.2.1 Non-Patent License Agreement ( <i>Technology Transfer</i> ) (System controlled or owned) trade secrets; non-patentable inventions/know-how; Plant Variety Protection Act; copyrights; etc.	<ul style="list-style-type: none"> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves and executes</li> </ul>	
16.1.2.2 Non-Patent License Agreement ( <i>Technology Transfer</i> ) (Member controlled or owned) copyrights that are not assigned to System for commercialization	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO executes</li> </ul>	
16.1.3.1 Trademark and Service Mark License (System controlled or owned)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes.</li> </ul>	
16.1.3.2 Trademark and Service Mark License (Member owned trademark licensed along with System IP)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.1.3.3 Trademark and Service Mark License (Member owned and System owned trademark of Member’s name)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO executes</li> </ul>	
16.1.4.1 Software License (In-Bound)	See Section 22.3 herein.	See Section 22.3 herein.	
16.1.4.2 Software License (Out-Bound) System Owned	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• OGC</li> <li>• VCR</li> </ul>		
16.1.4.3 Software License (Out-Bound) Member Owned	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO executes</li> </ul>	
16.1.5 Option Agreement for future License of Intellectual Property	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.1.6 Inter-Institutional Agreement ( <i>educational institutions</i> )	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.1.7.1 Assignment of Intellectual Property to Third Party ( <i>IP does not exist at time of Sponsored Research Agreement</i> )	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR approves waiver of ownership of IP created under Sponsored Research Agreement</li> <li>• Upon creation of IP, assignment executed by VCR</li> </ul>	
16.1.7.2 Assignment of Intellectual Property to Third Party ( <i>Existing IP</i> )	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• Assignment executed by VCR</li> </ul>	
16.1.8 Intellectual Property Release to IP Creator	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.1.9.1 Material Transfer or Evaluation Agreement covering System Intellectual Property** ( <i>Commercial and Non-Commercial</i> )  ** IP that is covered by an IP disclosure or is a declared variety, and TI is managing	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
16.1.9.2 Other Material Transfer or Evaluation Agreements	<ul style="list-style-type: none"> <li>• See Section 24.6</li> </ul>	<ul style="list-style-type: none"> <li>• See Section 24.6</li> </ul>	
16.2 Disclosure and Protection of Intellectual Property			
16.2.1 Invention/Software Copyright Disclosure	<ul style="list-style-type: none"> <li>• IP Creator</li> <li>• TI</li> <li>• ECO</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
16.2.2.1 IP Creators Sharing Agreement (usually included in IP Disclosure)	<ul style="list-style-type: none"> <li>• IP Creators</li> <li>• TI</li> </ul>	<ul style="list-style-type: none"> <li>• If IP Creators cannot agree within 3 months of disclosure, then VCR decides sharing for IP Creators</li> </ul>	
16.2.2.2 IP Creators Multiple IP Relative Weight Agreement	<ul style="list-style-type: none"> <li>• IP Creators</li> <li>• TI</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• If IP Creators still employed at System cannot agree within 3 months of execution of a license, then VCR decides relative weighting of IP in license agreement</li> </ul>	
16.2.3 Intellectual Property Application and Prosecution (patents; copyright registrations; trademark applications; plant variety protection act certificates)	<ul style="list-style-type: none"> <li>• IP Creator</li> <li>• TI</li> <li>• OGC for trademarks</li> </ul>	<ul style="list-style-type: none"> <li>• TI controls prosecution and registrations</li> </ul>	
16.2.4 Intellectual Property Application and Prosecution for Member Owned Copyrights and Trademarks (copyright registrations and trademark applications)	<ul style="list-style-type: none"> <li>• IP Creator</li> <li>• CEO</li> <li>• TI (copyright only)</li> <li>• OGC for trademarks</li> </ul>	<ul style="list-style-type: none"> <li>• TI controls prosecution and registrations (copyright only)</li> <li>• CEO approves expenses for member</li> </ul>	
16.3 Collegiate Licensing	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	
16.4 Nondisclosure/Confidentiality Agreements			
16.4.1 Nondisclosure/Confidentiality Agreements Relating to Commercialization of System Intellectual Property**	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
** IP that is covered by IP disclosure or is a declared variety			
16.4.2 Nondisclosure/Confidentiality Agreements Not Relating to Commercialization of System Intellectual Property	See Section 24.5	See Section 24.5	
16.5 Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TI and Non-System entities ( <i>includes promotion of collaboration for: commercializing System IP; obtaining investors for companies licensing System IP; research investment by entities in a foreign country; and promoting history of System students and foreign country</i> )	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• CEO approves for member and VCR approves and executes</li> </ul>	
16.6 Business Entity to Commercialize System Intellectual Property			
16.6.1 Creation of System Business Entity to Commercialize System Intellectual Property	<ul style="list-style-type: none"> <li>• CEO (If Member sponsored creation of Entity)</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	
16.6.2 Investing in a Business Entity Having a License to System Intellectual Property	<ul style="list-style-type: none"> <li>• CEO (if Member sponsored investment)</li> <li>• TI</li> <li>• OGC</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	
16.7 Intellectual Property Gifts			
16.7.1 IP Offer to System in Exchange for Royalty Sharing	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Chancellor via OGC process</li> <li>• VCR executes</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• OGC</li> <li>• VCR</li> <li>• Chancellor</li> </ul>		
16.7.2 IP Offer to Member in Exchange for Royalty Sharing	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> <li>• TI (if patent)</li> <li>• VCR (if patent)</li> </ul>	<ul style="list-style-type: none"> <li>• Member CEO via OGC process</li> <li>• VCR (if patent)</li> </ul>	
16.7.3 IP Offer to System of Charitable Gift	<ul style="list-style-type: none"> <li>• CEO</li> <li>• TI</li> <li>• OGC</li> <li>• SOBA</li> <li>• VCR</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or VCR</li> </ul>	
16.7.4 IP Offer to Member of Charitable Gift	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> <li>• TI (if patent)</li> <li>• VCR (if patent)</li> </ul>	<ul style="list-style-type: none"> <li>• Member CEO</li> <li>• VCR (if patent)</li> </ul>	
16.8 Misc. Intellectual Property Agreements and agreements ancillary to intellectual property agreements	<ul style="list-style-type: none"> <li>• CEO</li> <li>• OGC</li> <li>• TI</li> <li>• VCR</li> </ul>	<ul style="list-style-type: none"> <li>• VCR</li> </ul>	
<b>17. INTER-AGENCY and INTER-LOCAL AGREEMENTS</b>			
17.1 Inter-Agency Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) another STATE AGENCY governed by Texas Government Code Chapter 771</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CIO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
17.2 Inter-Local Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) a</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CIO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<i>LOCAL GOVERNMENT governed by Texas Government Code Chapter 791</i>	<ul style="list-style-type: none"> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>		
<b>18. INTRA-SYSTEM AGREEMENT</b>			
18.1 Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other System members.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CIO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>19. LEGAL (SP 09.04, SR 09.04.01)</b>			
19.1 Litigation ( <i>See 19.1.1 below</i> ) <i>All settlements shall have concurrence of the TAMUS CEO and General Counsel and where required, the approval of the State Attorney General.</i>			
19.1.1 Approval to Settle: <b>\$100,000 or less General Counsel</b> <b>\$100,000 to \$300,000 Chancellor</b> <b>More than \$300,000 BOR</b>	<ul style="list-style-type: none"> <li>• OGC</li> <li>• Chancellor</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor (more than \$300K BOR)</li> </ul>
19.2 Outside Legal Counsel <i>General Counsel acts as liaison to the Attorney General and shall retain, manage and approve all outside counsel for the System and its members.</i>	<ul style="list-style-type: none"> <li>• Department Head</li> <li>• OGC</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• General Counsel</li> <li>• Chancellor</li> </ul>
<b>20. MEMORANDA OF AGREEMENT/UNDERSTANDING – ACADEMIC</b>			
20.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between TAMUCT and non-TAMUCT entities; contracts to perform educational and service activities consistent with the TAMUCT mission.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
20.2 Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CEO</li> </ul>



TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
20.3 International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$500,000</li> <li>• CEO</li> </ul>
20.4 International Study Abroad Program	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>
20.5 Training Affiliation ( <i>internships</i> ) <i>Documents mutual obligations to establish training [internship opportunities] for TAMUCT students.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP (non-monetary)</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>
20.6 Work Study Program Agreements	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CRO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP (non-monetary)</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>
<b>21. MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC</b>			
21.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents commitments between TAMUCT and non-TAMUCT entities that are non-academic in nature.</i>	<ul style="list-style-type: none"> <li>• AVP</li> <li>• CA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
<b>22. PURCHASE AGREEMENTS (TAMUCT acquiring goods and services not addressed in Section 27)</b>			
22.1 TAMUCT Purchase Orders <i>Purchase of goods or services from outside vendor using standard forms promulgated by TAMUCT, which are processed through the appropriate bid</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<i>process in accordance with TAMUCT policies and State requirements.</i>	<ul style="list-style-type: none"> <li>• as applicable</li> </ul>		
22.2 Vendor Purchase Orders <i>Purchase of goods or services from outside vendor using vendor supplied document or negotiated agreement.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000 (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
22.3 Software License Agreements <i>Contract for use of computer software using vendor supplied document/agreement or System standard forms.</i>			
22.3.1 Department <i>Contract limiting application to specific Department.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000 (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
22.3.2 System Offices <i>Contract providing System Office or System-wide computing application.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000 (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> <li>• CRO</li> </ul>
22.3.3 Intellectual Property (non through TI) <i>Contract containing IP Provisions</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CRO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>
22.4 Memberships <i>Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CAO (if applicable)</li> <li>• CFO (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• AP &lt; \$50,000</li> <li>• CAO</li> <li>• CFO</li> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> <li>• CEO</li> </ul>
22.4.1 Professional/Service Associations	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• AP &lt; \$50,000</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<i>Purchase by TAMCT on behalf of an individual, group or the institution of a membership in a professional or service organization.</i>	<ul style="list-style-type: none"> <li>• AVP (as applicable)</li> <li>• CAO (if applicable)</li> <li>• CFO (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> <li>• • CEO</li> </ul>	<ul style="list-style-type: none"> <li>• • CEO</li> </ul>
22.4.2 Social/Individual <i>Purchase by TAMUCT on behalf of an individual of a membership in a social organization.</i>	<ul style="list-style-type: none"> <li>• NA</li> </ul>	<ul style="list-style-type: none"> <li>• NA</li> </ul>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
22.5 Library Acquisitions <i>Books, subscriptions, reference materials, memberships, purchased for the express purpose of obtaining publications. Database services and lease agreements for electronic library materials.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> <li>• EIRAC (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000 (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP ≤ \$100,000</li> <li>• (Dean of Library)</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
22.6 Library Subcontracts <i>TAMUCT library subcontracts to provide off-campus library services.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP ≤ \$100,000</li> <li>• (Dean of Library)</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO &lt; \$500,000</li> <li>• CEO</li> </ul>
22.7 Commercial Licenses ( <i>Chick-Fil-A, etc.</i> )	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• FS</li> <li>• CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• FS</li> <li>• AVP (as applicable)</li> <li>• CIO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
22.9 Partial Sale, Partial Gift Purchases (See SP 22.05, §3)	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CEO</li> <li>• SOBA</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• CH &gt; \$750,000</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• OGC</li> </ul>		
22.10 Financing Service Agreements related to the acquisition of good or services.	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
22.11 Purchasing Agreements not classified elsewhere	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• CFO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
<b>23. REAL PROPERTY TRANSACTIONS (SP 41.01, SR 41.01.01)<sup>1</sup> - Monetary categories above do not apply to this section</b>			
23.1 Purchase of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> <ul style="list-style-type: none"> <li>○ SREO oversees all acquisitions of real property.</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• BOR approval required if consideration is over \$1,000,000</li> <li>• Chancellor or S-CFO approves and executes purchases of \$1,000,000 or less</li> </ul>	
23.2 Condemnation of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> <ul style="list-style-type: none"> <li>○ SREO oversees all acquisitions of real property.</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> <li>• Chancellor or S-CFO</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor, S-CFO or General Counsel executes all documents <b>(after BOR approval)</b></li> </ul>	
23.3 Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i> <ul style="list-style-type: none"> <li>○ SREO oversees all acquisitions of real property.</li> <li>○ SOBA and OGC must approve prior to CEO accepting gift.</li> </ul>	<ul style="list-style-type: none"> <li>• AVP (Univ. Relations)</li> <li>• CFO</li> <li>• CEO</li> <li>• SREO and/or SLMO</li> <li>• OGC</li> <li>• SOBA</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO can accept after approval of OGC and SOBA</li> <li>• S-CFO can accept after approval of OGC and SOBA if property is gifted/bequeathed to System Offices</li> </ul>	
23.4 Sale or Exchange of Real Property <i>Per SP 41.01, §3 and SR 41.01.01, §4:</i>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO executes after BOR approval, if necessary</li> </ul>	

<sup>1</sup> Per SP 41.01.01, §1.5, for each real property transaction, legal forms and documents must be reviewed and approved for legal form and sufficiency by OGC.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<ul style="list-style-type: none"> <li>○ <i>SREO oversees all activities required to dispose of or exchange real property.</i></li> <li>○ <i>Member CEOs may recommend disposal or exchange of System real property.</i></li> </ul>	<ul style="list-style-type: none"> <li>● SREO and/or SLMO</li> <li>● OGC</li> </ul>		
<b>23.5 Lease of Real Property</b>			
<p>23.5.1 TO 3<sup>rd</sup> Parties</p> <ul style="list-style-type: none"> <li>○ <i>Lease of SYSTEM-owned facilities and/or land for a period. SREO shall review leases as required by SR 41.01.01, §5.</i></li> <li>○ <i>Leases to 3<sup>rd</sup> Parties with a term &gt;5 years, including renewals, must be approved by the BOR as required by SP 41.01, §4.1</i></li> </ul>	<ul style="list-style-type: none"> <li>● CEO</li> <li>● SREO</li> <li>● OGC</li> <li>● Chancellor or S-CFO (if property assigned to System Offices)</li> </ul>	<ul style="list-style-type: none"> <li>● CFO</li> <li>● CEO if term of 5 years or less; Chancellor or S-CFO if property assigned to System Offices or if Lease approved by BOR</li> </ul>	
<p>23.5.2 FROM 3<sup>rd</sup> Parties</p> <p><i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3<sup>rd</sup> party for TAMUCT use for a specified period.</i></p> <p><i>See SP 41.01, §4 and SR 41.01.01, §6</i></p>	<ul style="list-style-type: none"> <li>● CFO</li> <li>● CEO</li> <li>● SREO</li> <li>● OGC</li> </ul>	<ul style="list-style-type: none"> <li>● CFO</li> <li>● CEO, Chancellor or S-CFO depending on term, amount and property assignment.</li> </ul> <p>SP 41.01 and SR 41.01.01 approvals:</p> <ul style="list-style-type: none"> <li>● <b>5 yrs. or less/\$500,000 or less – CEO or S-CFO</b></li> <li>● <b>10 yrs. or less/over \$500,000 to \$1,000,000–Chancellor or S-CFO</b></li> <li>● <b>More than 10 yrs. or greater than \$1,000,000 – Chancellor or S-CFO executes after BOR approval</b></li> </ul>	
<p>23.5.3 Student Retreat Facility</p> <p><i>Lease of facilities (campgrounds, recreational facility, residence, etc.) and/or land for TAMUCT use for a specific student retreat.</i></p>	<ul style="list-style-type: none"> <li>● SA</li> <li>● CFO</li> <li>● CEO</li> <li>● SLMO</li> <li>● OGC</li> </ul>	<ul style="list-style-type: none"> <li>● CFO</li> <li>● CEO</li> </ul>	
<b>23.6 Easements (SP 41.01, §6)</b>			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
23.6.1 System as Grantor (easement across System property) (10 year limit)	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA</li> <li>•</li> </ul>	
23.6.2 System as Grantee (easement across 3 <sup>rd</sup> party’s property) <b>(Requires BOR approval if over \$300,000)</b>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA</li> <li>• Chancellor or S-CFO (if BOR approval required)</li> </ul>	
23.6.3 Conditional Roadway Easements (indefinite term) <b>(Requires BOR approval)</b>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO executes after BOR approval</li> </ul>	
<b>23.7 Housing Agreements</b>			
23.7.1 International Housing <i>University owned or leased housing provided for visiting international faculty.</i>	<ul style="list-style-type: none"> <li>• FS</li> <li>• SA</li> <li>• CFO</li> <li>• PCS</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> </ul>	
23.7.2 Residence Hall <i>On-campus student housing.</i>	<ul style="list-style-type: none"> <li>• FS</li> <li>• SA</li> <li>• CFO</li> <li>• PCS</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> </ul>	
23.7.3 Student Apartments <i>Off-campus University-housing provided for students.</i>	<ul style="list-style-type: none"> <li>• FS</li> <li>• SA</li> <li>• CFO</li> <li>• PCS</li> <li>• SREO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> <li>• CEO</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• OGC</li> </ul>		
23.7.4 Mail Box <i>Rental of residence hall mailboxes.</i>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<b>23.8 Other Grants of Rights Related to Real Property</b>			
23.8.1 Permits, Licenses and Facility Use Agreements covering System property (temporary or periodic use, i.e. arenas, stadiums, classrooms, etc.). See SP 41.01.01, §12.1	<ul style="list-style-type: none"> <li>• FS</li> <li>• CFO</li> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or Managing Counsel, Property &amp; Construction if property assigned to System Offices</li> </ul>	
23.8.2 Permits and Licenses of System Land, including Water Use and Antiquities Permits	<ul style="list-style-type: none"> <li>• FS</li> <li>• CFO</li> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or Managing Counsel, Property &amp; Construction</li> </ul>	
23.8.3 Permits, Licenses and Facility Use Agreements covering 3 <sup>rd</sup> Party Property (temporary or periodic use, i.e. arenas, stadiums, classrooms, campgrounds, etc.). See SP 41.01.01, §12.2	<ul style="list-style-type: none"> <li>• FS</li> <li>• CFO</li> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEOVCBA or Managing Counsel, Property &amp; Construction if property assigned to System Offices</li> </ul>	
23.8.4 Oil, Gas and Mineral Rights Leasing See SP 41.01, §5	<ul style="list-style-type: none"> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor or S-CFO</li> </ul>	
23.8.5 Other Oil, Gas and Mineral Rights documents (i.e. Division Orders; Pooling Agreements; Production Sharing Agreements; Ratification Agreements; Assignment Consents; Affidavits; and related documents)	<ul style="list-style-type: none"> <li>• SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• VCBA, Landman IV</li> </ul>	
23.8.6 Other Documents	<ul style="list-style-type: none"> <li>• SREO and/or SLMO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or Managing Counsel, Property &amp; Construction</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
(i.e., Subordination, Non-disturbance & Attornment Agreements; Assignments; Estoppels; Renewals; Consents; Terminations; Non-Disclosures; Confidentiality Agreements; Ratifications; Releases; Memorandums; Affidavits; Acknowledgments; documents containing statements of fact; Correction instruments and non-substantive amendments to documents, etc.)			
23.8.7 Real Property Management and Maintenance (i.e. Surface Use Agreements; Drainage Agreements; Maintenance Agreements, etc.)	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• S-CFO or VCBA</li> </ul>	
23.8.8 Condominium Ownership, Operations and Activity Documents	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• S-CFO or VCBA</li> </ul>	
23.8.9 Broker/Agency Representation and Listing Agreements; Non-binding Letters of Intent/Term Sheets	<ul style="list-style-type: none"> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA</li> </ul>	
23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See also Section 27.6)	<ul style="list-style-type: none"> <li>• CEO</li> <li>• SREO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• VCBA or ED-RE</li> </ul>	
<b>24. RESEARCH AGREEMENTS</b> - Monetary categories above do not apply to this section			
24.1 Research agreements (where member is the prime contractor signing the agreement with the sponsor; or member is a subcontractor signing the agreement	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	



TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
with the prime contractor or a higher-tier subcontractor). <i>Includes grants, contracts, cooperative agreements, and consortium agreements</i>			
24.2 Sub-agreements/Sub-recipient/Sub-grant/Sub-contract agreements for sponsored research and ancillary services (where member is the prime contractor signing the agreement with a subcontractor; or member is a subcontractor signing the agreement with a lower-tier subcontractor).	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.3 Proposal Submissions	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> <li>• OGC (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.4 Teaming Agreements	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.5 Non-disclosure/Confidentiality Agreements (involving potential research collaboration)	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> <li>• OGC</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.6 Material Transfer or Evaluation Agreements (Not through TI)	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• • CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.7 Testing/Analytical Agreements	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	
24.9 Misc. Research Agreements and agreements ancillary to research	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
agreements (e.g., <i>Vessel Time Charter Agreements</i> )			
<b>25. REVENUE GENERATING AGREEMENTS</b>			
25.1 Revenue Generating	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS (as applicable)</li> <li>• AVP</li> <li>• CIO (as applicable)</li> <li>• CAO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>26. SALES AGREEMENTS (TAMUCT providing goods or services)</b>			
26.1 Consultant/Professional Service Agreements (non-statutory) TAMUCT acting as consultant or performing professional service (including testing services).	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> <li>• CRO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO &lt; \$500,000</li> <li>• CEO ≥ \$500,000</li> </ul>
26.1.1 Intellectual Property Agreements (Not through TI)	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
26.1.2 Analysis/Testing	<ul style="list-style-type: none"> <li>• AVP</li> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO or CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
26.2 Property Transfer Agreements (inventoried and non-inventoried items)			
26.2.1 Transfer or surplus property	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
26.2.2 Transfer within the System	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
26.2.3 Transfer to another state agency	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
26.2.4 Transfer to an independent third party	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>
26.3 Unclassified Services Providing services not specified elsewhere.	<ul style="list-style-type: none"> <li>• AVP (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
<b>27. SERVICES AGREEMENTS (TAMUCT acquiring services)</b>			
27.1 Educational Testing Services	<ul style="list-style-type: none"> <li>• PIH</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CAO</li> </ul>		
27.2 Entertainment Events <i>Artistic entertainment performance agreements.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000 per event, incl. travel &amp; lodging</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
27.3 Lecture/Seminar Speaker Agreements <i>Use of non-faculty/staff to lecture or speak in support of institutional programs.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• HRO (as applicable)</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; 10,000 per event, incl. travel &amp; lodging</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>27.4 Maintenance Agreements</b>			
27.4.1 Purchase with Equipment  <i>Purchase of maintenance services from equipment vendor as an integral part of equipment purchase.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
27.4.2 Stand Alone Purchase <i>Purchase of maintenance services independent from equipment purchase or vendor.</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
27.5 Non-academic Instruction <i>Recreational Sports</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• FS</li> <li>• AVP (as applicable)</li> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
27.6 Statutory Professional Services <i>Acquisition of professional services as defined by Texas Government Code</i>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<p><i>§2254.002 (accounting, architecture, optometry, medicine, land surveying, real estate appraising, and professional engineering). Agreements for outside counsel must comply with Section 19 herein.</i></p>	<ul style="list-style-type: none"> <li>• CAO (as applicable)</li> <li>• CFO</li> <li>• CRO</li> </ul>		
<p>27.7 Statutory Consulting Services <i>Acquisition of consulting services as defined by Texas Government Code §2254.021. Agreements for outside counsel must comply with Section 19 herein.</i></p>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CFO</li> <li>• CRO</li> </ul>	<ul style="list-style-type: none"> <li>• AP (&lt; \$50,000)</li> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<p>27.8 Student Medical Services</p>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• SA</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>
<p>27.9 Unclassified Services <i>Purchase of services not specified elsewhere.</i></p>	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>28. SPECIAL EVENTS</b>			
<p>28.1 Conference/Short-Course</p>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CEO</li> </ul>
<p>28.2 Exhibition Loan Agreements</p>	<ul style="list-style-type: none"> <li>• CA</li> <li>• FS</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CRO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CRO</li> </ul>

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 or greater) *
<i>Documents commitments to display, secure, admit public, etc. to view works of art of material of public interest.</i>	<ul style="list-style-type: none"> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CFO</li> </ul>		<ul style="list-style-type: none"> <li>• CEO</li> </ul>
<b>29. PROCURED AGREEMENTS</b>			
29.1 Procured Agreements Agreements procured through a state contract, state catalogue, or other procurement methodologies authorized by state statute and in accordance with A&M System requirements as described in System Policy 25.07, §3(c).	<ul style="list-style-type: none"> <li>• PIH</li> <li>• CA</li> <li>• AVP</li> <li>• CIO (as applicable)</li> <li>• SYSTEM CIO &gt; \$250,000 (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP &lt; \$10,000</li> <li>• CA</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>
<b>30. UNCLASSIFIED/OTHER AGREEMENTS</b>			
30.1 Nondisclosure/Confidentiality Agreements (Not Relating to Commercialization of System Intellectual Property or involving potential research collaboration)	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• AVP (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> <li>• CEO</li> </ul>
30.2 Miscellaneous Agreements <i>Contracts and agreements not specifically classified above or currently classified as “Not Applicable”.</i>	<ul style="list-style-type: none"> <li>• CA</li> <li>• AVP</li> <li>• CAO (as applicable)</li> <li>• CRO (as applicable)</li> <li>• CFO (as applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> </ul>	<ul style="list-style-type: none"> <li>• CAO</li> <li>• CFO</li> <li>• CEO</li> </ul>