

TEXAS A&M UNIVERSITY-CENTRAL TEXAS
Chancellor's Delegation of Authority for Contract Administration
Fiscal Year 2018

General Delegations:

The Chancellor is delegated the authority to sign and approve contracts of less than \$750,000 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.

In accordance with System Policy 25.07, the Delegation of Authority for Contract Administration for all contracts less than \$750,000 is shown on the following pages. In case of unavailability of the person who has the delegated authority, either the Vice Chancellor for Business Affairs or Executive Director, Budgets and Accounting is delegated the authority to execute the contract. Other exceptions to this delegation are stated in System Policy 25.07, §3.

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 in accordance with System Policy 25.07, §2.

Legend:

ARI	Author/Researcher/Inventor	OGC	Office of General Counsel
BOR	Board of Regents	PI	Principle Investigator
CAO	Chief Academic Officer	PIC	Procurement & Inventory Coordinator
CEO	Chief Executive Officer	PUR	Assigned System Buyer for TAMUCT
CFO	Chief Financial Officer	SOBA	System Office of Budgets & Accounting
CIO	Chief Information Officer	SR	System Regulation
CRO	Chief Research Officer	SREO	System Real Estate Office, function of OGC
CS	Contract Specialist	SRMO	Safety & Risk Management Officer
DH	Department Head	SP	System Policy
EIRAC	EIR Accessibility Coordinator	TTC	Texas A&M System Technology Commercialization
EVC	Executive Vice Chancellor / CFO		
HRO	Human Resources Officer		
MARCOM	TAMUCT Marketing & Communications Director		

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 \$100,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency when required by OGC guidelines that have been approved by the chancellor.
- 2 Proposed contracts and agreements meeting one or more of the following requirements do not need to be reviewed and approved by OGC, provided that such contracts and agreements are reviewed by the member in accordance with System Policy 25.07, System Regulation 25.07.01 and the System Contract Review Checklist:
 - a. contracts and agreements entered into pursuant to an unaltered contract form or template approved by OGC within the preceding three years;
 - b. interagency and intra-system agreements entered into pursuant to System Regulation 25.07.06;
 - c. sponsored research contracts, cooperative agreements, and grants entered into with an agency of the United States government that contain standard clauses common to such contracts, cooperative agreements and grants
- 3 All contracts for goods or services must be in compliance 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.
- 4 It is the responsibility of the person noted in the "Typical Routing for Departmental Review" section to signify in writing (via email or memorandum) that they have reviewed the contract before sending it to the next person on the list. It is the responsibility of the person noted in the "Authorization to Execute Contracts" sections to so note the complete routing and review certifications before signing the contract.
- 5 Questions regarding contract administration should be directed to the Office of Budgets and Accounting as outlined in System Rule 25.07.99.S1, Contract Administration.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
1. ADVERTISING AGREEMENTS			
1.1 Advertising Agreements	<ul style="list-style-type: none"> • DH • CS 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS			
2.1 Agreement with Foreign Governmental Bodies	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO or CFO < \$400,000 • CEO
2.2 Private Companies & Foundations	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO or CFO < \$400,000 • CEO
3. ARTICULATION AGREEMENTS			
3.1 Agreements with other institutions of higher education regarding transfer of courses	<ul style="list-style-type: none"> • CAO • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO <\$500,000 • CEO
4. ATHLETIC AGREEMENTS			
4.1 Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.1.1 Athletic Game Guarantees	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.2 Athletic Event Sponsorship	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.3 Transportation Purchase Order Contracts	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.4 Hotel Purchase Order Contracts	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.5 Athletic Facility Rental Agreements <i>Limited use of System property by outside entities.</i>	See Section 23.8.1 herein.	See Section 23.8.1 herein.	See Section 23.8.1 herein.

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4.6 Recreational Sports Event Sponsorship	<ul style="list-style-type: none"> • DH • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
5. COLLECTION AGENCY AGREEMENTS			
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"> • DH • CS • CFO • OGC 	<ul style="list-style-type: none"> • CEO, CFO or PD executes and OGC and the State Attorney General approve prior to Vendor execution. 	
6. CONSTRUCTION CONTRACTS (SP 51.02, 51.04, SR 51.04.01) * Monetary Categories Above Do Not Apply to this Section.			
6.1 Minor Projects (Less than \$4,000,000)	<ul style="list-style-type: none"> • CFO • CS 	<ul style="list-style-type: none"> • CFO 	
6.2 Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<ul style="list-style-type: none"> • CFO • CS 	<ul style="list-style-type: none"> • CFO 	
6.3 Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"> • CFO • CS 	<ul style="list-style-type: none"> • CFO 	
7. CONSULTING AGREEMENTS			
7.1 Statutory Consulting Agreements <i>Acquisition of consulting services as defined by Texas Government Code § 2254.021.</i>	See Section 27.7 herein.	See Section 27.7 herein.	See Section 27.7 herein.
7.2 Statutory Consulting Agreements <i>Providing consulting services to 3rd parties</i>	See Section 26.1 herein.	See Section 26.1 herein.	See Section 26.1 herein.
8. DONOR AGREEMENTS (SP 21.05, SR 21.05.01)			
8.1 Personal Property with Restrictions (<i>including indemnification</i>) on Acceptance (<i>including cash or cash equivalents</i>) See SP 21.05.	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO (as applicable) 	<ul style="list-style-type: none"> • CEO 	<ul style="list-style-type: none"> • CEO < \$1,000,000 • CH > \$1,000,000

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	<ul style="list-style-type: none"> • CS • CEO • SOBA (as applicable) • TCC (as applicable) • OGC 		
<p>8.2 Real Property <i>(including all bequests)</i> <i>All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.</i></p>	<p>See Section 23.3 herein.</p>	<p>See Section 23.3 herein.</p>	<p>See Section 23.3 herein.</p>
9. EMPLOYMENT APPOINTMENTS			
<p>9.1 Faculty Offer Letters <i>(Conditional letters of appointment to faculty)</i></p>			
<p>9.1.1 Approval of Appointment Offers – Tenure with Appointment <i>(Rank of Professor, Associate Professor)</i></p>	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO • Tenure granted upon action of BOR
<p>9.1.2 Approval of Appointment Offers – Tenure-Track Faculty Appointments <i>(Rank of Associate Professor, Assistant Professor, Instructor)</i></p>	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
<p>9.1.3 Approval of Appointment Offers – Non-Tenure Track Appointments <i>(e.g. Visiting Faculty Titles & Lecturer Titles)</i></p>	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
<p>9.1.4 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Dean, Interim Dean, Acting Dean</i></p>	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
<p>9.1.5 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Academic Department Head, Interim Head, Acting Head</i></p>	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO

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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"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
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"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
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"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.1.10 Continuing and Extension Education	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.1.11 Other Instructional Agreements – Temporary Hires (<i>part-time faculty, adjunct faculty</i>)	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.1.12 Off-Campus Instruction	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.1.13 Graduate Assistants (<i>initial employment agreement for graduate student assistants</i>)	<ul style="list-style-type: none"> • DH • GS 	<ul style="list-style-type: none"> • GS < \$20,000 • CAO 	<ul style="list-style-type: none"> • CAO < \$300,000 • CEO
9.2 Non-Faculty Employment Appointments			
9.2.1 Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"> • DH • HRO 	<ul style="list-style-type: none"> • HRO 	<ul style="list-style-type: none"> • CEO
9.2.2 Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"> • DH • HRO 	<ul style="list-style-type: none"> • HRO 	<ul style="list-style-type: none"> • CEO

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9.2.3 Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	<ul style="list-style-type: none"> • DH • HRO 	<ul style="list-style-type: none"> • HRO 	<ul style="list-style-type: none"> • CEO
10. EMPLOYEE BENEFITS CONTRACTS – Risk Management			
10.1 Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"> • (System) 	<ul style="list-style-type: none"> • (System) 	<ul style="list-style-type: none"> • (System)
11. EQUIPMENT LEASE AGREEMENTS			
<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"> • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • SRMO • CS 	<ul style="list-style-type: none"> • CRO • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
11.2 Equipment Lease for <i>TAMUCT</i> -Related Activities <i>Non-employee (student, conference, etc.) rental for a specified period of TAMUCT-owned vehicle or other equipment.</i>	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • SRMO • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
11.2.1 Rental Vehicles <i>(Non- TAMUCT Lessee)</i>	<ul style="list-style-type: none"> • DH • SRMO • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
11.2.2 Equipment	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • SRMO • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
<i>TAMUS 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"> • DH • CAO • CFO • PIC 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO

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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"> • CS • DH • CAO • CFO • PIC • CS 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
12. FEDERAL & STATE REGULATORY AGREEMENTS			
12.1 Permits, Licenses, Declarations, Applications Filed with Regulatory Agencies	<ul style="list-style-type: none"> • DH • CS • CAO (as applicable) • CFO • OGC 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
13. FINANCIAL CONTRACTS – Treasury Services			
13.1 System Depositories (SP 22.02)	<ul style="list-style-type: none"> • EVC • CH 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
13.2 Investment Management (SP 22.02)			
13.2.1 Investment Consultants and Advisors (subject to provisions of Section 7 Consultant Agreements)	<ul style="list-style-type: none"> • EVC 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
13.2.2 Investment Management (SP 22.02)	<ul style="list-style-type: none"> • EVC 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
13.3 Debt Management (SP 23.02, RFS, HEF and PUF)			
13.3.1 Financial Advisors (subject to provisions of Section 7 Consultant Agreements)	<ul style="list-style-type: none"> • EVC 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
13.3.2 Bond Counsel (See Section 19.2 Legal)	<ul style="list-style-type: none"> • EVC 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
13.4 Other Banking Functions (Custodial agreements, securities lending agreements)	<ul style="list-style-type: none"> • EVC 	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR
14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE)			

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14.1 Grants (sponsored projects) (See Section 24.1)	<ul style="list-style-type: none"> • DH • CRO 	<ul style="list-style-type: none"> • CRO 	<ul style="list-style-type: none"> • CRO < \$500,000 • CEO
14.2 Student Financial Aid	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO
14.3 Funding Agreements (Academic)	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO • CS • OGC (as applicable) 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$500,000 • CEO
14.4 Funding Agreements (Non-Academic)	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
15. INSURANCE-PARTIAL RISK TRANSFER CONTRACTS – Risk Management and Safety (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"> • SRMO 	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO
15.2 Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO
15.3 Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO
15.4 Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User)	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO 	<ul style="list-style-type: none"> • SRMO

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NOTE: <u><i>The Office of Risk Management and Safety is responsible for all System-based Partial Risk Transfer Contracts. Risk Management must be contacted before any insurance is purchased.</i></u>			
15.5 Workers’ Compensation Insurance Claims processing or settlement	• SRMO	• SRMO	• SRMO
15.6 Administrative Contracts	• SRMO	• SRMO	• SRMO
16. INTELLECTUAL PROPERTY (SP 17.01) Texas A&M Technology Commercialization (TTC)			
16.1 Technology Transfer			
16.1.1 Patent License Agreement (Technology Transfer)	<ul style="list-style-type: none"> • ARI • DH • CS • CFO • CRO • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CEO
16.1.2 Non-Patent License Agreement (Technology Transfer)	<ul style="list-style-type: none"> • DH • CS • CFO • CRO • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
16.1.3 Trademark License	<ul style="list-style-type: none"> • DH • CS • CFO • CRO • TTC (as applicable) • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
16.1.4 Invention/Software Copyright Disclosure	<ul style="list-style-type: none"> • ARI • DH • CS 	• n/a	• n/a

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	<ul style="list-style-type: none"> • CFO • TTC • OGC 		
16.1.5 Software License	See Section 22.3 herein.	See Section 22.3 herein.	See Section 22.3 herein.
16.1.6 Material Transfer (<i>Commercial</i>)	<ul style="list-style-type: none"> • ARI • DH • CS • CFO • CRO • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
16.1.7 Material Transfer (<i>Non-Commercial</i>)	<ul style="list-style-type: none"> • ARI • DH • CS • CFO • CRO • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
16.2 Intellectual Property Application and Prosecution	<ul style="list-style-type: none"> • CS • CFO • TTC 	<ul style="list-style-type: none"> • TTC 	<ul style="list-style-type: none"> • TTC
16.3 Collegiate Licensing	<ul style="list-style-type: none"> • DH • CS • MARCOM 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
16.4 Nondisclosure/Confidentiality Agreements <i>Committing TAMUS or individuals other than the individual signing. (Nondisclosure/Confidentiality Agreements that SOLELY bind the individual signing are exempt.)</i>	<ul style="list-style-type: none"> • CAO (as applicable) • CFO • CS • OGC 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • N/A
16.5 Texas Inter-Agency Agreements	<ul style="list-style-type: none"> • CAO (as applicable) • CFO 	<ul style="list-style-type: none"> • CAO • CRO 	<ul style="list-style-type: none"> • CAO • CRO

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<i>Commitment for the use/acquisition (provision) from (to) another state agency or institution</i>	<ul style="list-style-type: none"> • CS • OGC 		
16.6 Business Services Agreements (with outside entities)	<ul style="list-style-type: none"> • CFO • CS • OGC 	<ul style="list-style-type: none"> • CAO • CRO 	<ul style="list-style-type: none"> • CAO • CRO
16.7 Affiliation Agreements with Foreign Governmental Bodies and Private Companies and Foundations	<ul style="list-style-type: none"> • CFO • CS • OGC 	<ul style="list-style-type: none"> • CAO • CRO 	<ul style="list-style-type: none"> • CAO • CRO
16.8 Federal/State Program Participation Agreements	<ul style="list-style-type: none"> • CFO • CS • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CRO 	<ul style="list-style-type: none"> • CAO • CRO
16.9 Federal/State Regulatory Agreements (permits, licenses, declarations, applications filed with regulatory agencies)	<ul style="list-style-type: none"> • CAO • CS • OGC 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
16.10 Intra-System Agreements Commitments for the use/acquisition (provision) from (to) other System Members	<ul style="list-style-type: none"> • DH • CS • CFO • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
16.11 Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TTC and Non-System entities	<ul style="list-style-type: none"> • CFO • CS • TTC • OGC 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CEO
17. INTER-AGENCY and INTER-LOCAL AGREEMENTS			
17.1 Inter-Agency Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) another STATE AGENCY governed by Texas Government Code Chapter 771</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) 	<ul style="list-style-type: none"> • DH < \$10,000 per year • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • CS 		
17.2 Inter-Local Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) a LOCAL GOVERNMENT governed by Texas Government Code Chapter 791</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • DH < \$10,000 per year • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO
18. INTRA-SYSTEM AGREEMENT			
18.1 Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other SYSTEM members.</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • DH < \$10,000 per year • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO
19. LEGAL (SP 09.04, SR 09.04.01)			
19.1 Litigation (See 19.1.1 below) <i>All settlements shall have concurrence of the TAMUCT CEO and General Counsel and where required, the approval of the State Attorney General.</i>			
19.1.1 Approval to Settle: \$100,000 or less General Counsel \$100,000 to \$300,000 Chancellor More than \$300,000 BOR	<ul style="list-style-type: none"> • CFO • CEO • OGC 	<ul style="list-style-type: none"> • OGC 	<ul style="list-style-type: none"> • CH (\$100,000 - \$300,000) • BOR
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"> • CFO • OGC 	<ul style="list-style-type: none"> • OGC 	<ul style="list-style-type: none"> • OGC
20. MEMORANDA OF AGREEMENT/UNDERSTANDING - ACADEMIC			
20.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between TAMUCT and non-TAMUCT entities; contracts to perform</i>	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<i>educational and service activities consistent with the TAMUCT mission.</i>			
20.2 Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	<ul style="list-style-type: none"> • DH • CAO • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO • CEO
20.3 International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO < \$500,000 • CEO
20.4 International Study Abroad Program	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO
20.5 Training Affiliation (<i>internships</i>) <i>Documents mutual obligations to establish training [internship opportunities] for TAMUCT’s students.</i>	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • DH < \$25,000 per year • CAO 	<ul style="list-style-type: none"> • CAO
20.6 Work Study Program Agreements	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CAO (as applicable) • CFO (as applicable) • CS 	<ul style="list-style-type: none"> • DH < \$25,000 	<ul style="list-style-type: none"> • CAO
21. MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC			
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"> • DH • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
22. PURCHASE AGREEMENTS (TAMUCT acquiring goods and non-professional services)			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
22.1 TAMUCT Purchase Orders <i>Purchase of goods from outside vendor using standard form promulgated by TAMUCT which are processed through the appropriate bid process in accordance with TAMUCT policies and State requirements.</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • SCIO (> \$250,000 as applicable) • PIC • PUR (> \$5,000) 	<ul style="list-style-type: none"> • DH (<\$9,000 per year) • CRO • CAO • CFO 	<ul style="list-style-type: none"> • CRO • CAO • CFO
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"> • DH • CIO (as applicable) • SCIO (> \$250,000 as applicable) • PIC • PUR (> \$5,000) 	<ul style="list-style-type: none"> • DH (<\$9,000 per year) • CRO • CAO • CFO 	<ul style="list-style-type: none"> • CRO • CAO • CFO
22.3 Software License Agreements <i>Contract for site use of computer software using vendor supplied document or agreement.</i>			
22.3.1 Department <i>Contract limiting application to specific Department.</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • EIRAC • SCIO (> \$250,000 as applicable) • PIC • PUR (> \$5,000) • CS 	<ul style="list-style-type: none"> • DH (<\$9,000 per year) • CRO • CAO • CFO 	<ul style="list-style-type: none"> • CRO • CAO • CFO
22.3.2 System Offices <i>Contract providing System Office computing application.</i>	<ul style="list-style-type: none"> • DH • CIO (as applicable) • EIRAC • SCIO (> \$250,000 as applicable) • PIC • PUR (> \$5,000) • CS 	<ul style="list-style-type: none"> • DH (<\$9,000 per year) • CRO • CAO • CFO 	<ul style="list-style-type: none"> • CRO • CAO • CFO
22.4 Memberships	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<i>Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>			
22.4.1 Professional/Service Associations <i>Purchase by TAMUCT 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"> • DH • CRO (if applicable) • CAO (if applicable) • CFO (if applicable) • CEO (institutional membership) 	<ul style="list-style-type: none"> • DH (< \$9,000 per year) • CRO • CAO • CFO • CEO (institutional memberships) 	<ul style="list-style-type: none"> • CAO • CFO • CEO (institutional memberships)
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"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
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"> • DH • CIO (as applicable) • EIRAC (as applicable) • SCIO (> \$250,000 as applicable) 	<ul style="list-style-type: none"> • DH (< \$75,000 per year) • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO
22.6 Library Subcontracts <i>TAMUCT library subcontracts to provide off-campus library services.</i>	<ul style="list-style-type: none"> • DH • CAO • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO (< \$500,000) • CEO
22.7 Commercial Licenses (<i>Chick-Fil-A, etc.</i>)	<ul style="list-style-type: none"> • CFO • CS • OGC 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> • DH • CIO (as applicable) • PIC • CS 	<ul style="list-style-type: none"> • DH (< \$10,000 per year) • CAO • CFO 	<ul style="list-style-type: none"> • CAO • CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
22.9 Partial Sale, Partial Gift Purchases (See SP 22.05, §3)	<ul style="list-style-type: none"> • DH • CEO • CS • SOBA • OGC 	<ul style="list-style-type: none"> • CEO 	<ul style="list-style-type: none"> • CEO • CH > \$750,000
22.10 Financing Service Agreements related to the acquisition of good or services.	<ul style="list-style-type: none"> • CFO • CS • OGC 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
23. REAL PROPERTY TRANSACTIONS (SP 41.01, SR 41.01.01)¹ * Monetary Categories Above Do Not Apply to this Section			
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"> ○ <i>SREO oversees all acquisitions of real property.</i> 	<ul style="list-style-type: none"> • CFO • CEO • SREO • SOBA • OGC 	<ul style="list-style-type: none"> • CH < \$1,000,000 • BOR > \$1,000,000 	
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"> ○ <i>SREO oversees all acquisitions of real property.</i> 	<ul style="list-style-type: none"> • CFO • CEO • SREO • SOBA • OGC 	<ul style="list-style-type: none"> • CH 	
23.3 Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i> <ul style="list-style-type: none"> ○ <i>SREO oversees all acquisitions of real property.</i> ○ <i>SOBA and OGC must approve prior to CEO accepting gift.</i> 	<ul style="list-style-type: none"> • CFO • CEO • SREO • SOBA • OGC 	<ul style="list-style-type: none"> • CH 	
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"> ○ <i>SREO oversees all activities required to dispose of or exchange real property.</i> 	<ul style="list-style-type: none"> • CFO • CEO • SREO • SOBA • OGC 	<ul style="list-style-type: none"> • CH 	

¹ 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 to \$749,999)
<ul style="list-style-type: none"> ○ <i>Member CEOs may recommend disposal or exchange of System real property.</i> 			
23.5 Lease of Real Property			
<p>23.5.1 TO 3rd Parties</p> <ul style="list-style-type: none"> ○ <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> ○ <i>Leases to 3rd Parties with a term >5 years, including renewals, must be approved by the BOR as required by SP 41.01, §4.1</i> 	<ul style="list-style-type: none"> • CFO • CEO • SREO 	<ul style="list-style-type: none"> • CEO < 5 years • BOR > 5 years 	
<p>23.5.2 FROM 3rd Parties</p> <p><i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3rd party for TAMUS use for a specified period.</i></p> <p><i>See SR 41.01.01, §4 and SR 41.01.01, §6</i></p>	<ul style="list-style-type: none"> • CFO • CEO • SREO 	<ul style="list-style-type: none"> • CEO (< \$500,000 total and 5 years) • BOR 	
<p>23.5.3 Student Retreat Facility</p> <p><i>Lease of facilities (camp grounds, recreational facility, residence, etc.) and/or land for TAMUS use for a specific student retreat.</i></p>	<ul style="list-style-type: none"> • DH • SRMO • CS 	<ul style="list-style-type: none"> • CFO 	
23.6 Easements (SP 41.01, §6)			
<p>23.6.1 System as Grantor (easement across System property) (10 year limit)</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	
<p>23.6.2 System as Grantee (easement across 3rd party’s property)</p> <p>(Requires BOR approval if over \$300,000)</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
23.6.3 Conditional Roadway Easements (indefinite term) (Requires BOR approval)	<ul style="list-style-type: none"> • BOR 	<ul style="list-style-type: none"> • BOR 	
23.7 Housing Agreements			
23.7.1 International Housing <i>University owned or leased housing provided for visiting international faculty.</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	
23.7.2 Residence Hall <i>On-campus student housing.</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	
23.7.3 Student Apartments <i>Off-campus University-housing provided for students.</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	
23.7.4 Mail Box <i>Rental of residence hall mail boxes.</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	
23.8 Other Grants of Rights in Real Property			
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"> • DH (as applicable) • CFO • OGC 	<ul style="list-style-type: none"> • CFO 	
23.8.2 Permits and Licenses of System Land, including Water Use and Antiquities Permits	<ul style="list-style-type: none"> • CFO • OGC 	<ul style="list-style-type: none"> • EVC 	
23.8.3 Permits, Licenses and Facility Use Agreements covering 3 rd 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"> • SRMO • CFO 	<ul style="list-style-type: none"> • CFO 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
23.8.4 Oil, Gas and Mineral Rights Leasing See SP 41.01, §5	•	•	
23.8.5 Other Oil, Gas and Mineral Rights documents (i.e. Division Orders, Pooling Agreements, Ratification Agreements, Assignment Consents, Affidavits and related documents)	•	•	
23.8.6 Other Real Property Documents (i.e. Surface Use Agreements, Subordination, Non-disturbance & Attornment Agreements, Assignments, Estoppels, Consents, Ratifications, Releases, Memorandums, Affidavits, etc.)	• CFO • OGC	• CEO	
23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See Section 27.6)	• CFO	• CFO	
24. RESEARCH AGREEMENTS			
24.1 Research agreements (where member is the prime contractor signing the agreement with the sponsor; or member is a subcontractor signing the agreement with the prime contractor or a higher-tier subcontractor). <i>Includes grants, contracts, and cooperative agreements</i>	• PI • DH • CRO	• CRO	• CRO < \$500,000 • CEO > \$500,000
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	• PI • DH • CRO	• CRO	• CRO < \$500,000 • CEO > \$500,000

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
subcontractor signing the agreement with a lower-tier subcontractor).			
24.3 Proposal Submissions	<ul style="list-style-type: none"> • PI • DH • CRO • OGC as applicable 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
24.4 Teaming Agreements	<ul style="list-style-type: none"> • CRO • OGC 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CRO <\$500,000 • CEO > \$500,000
24.5 Non-disclosure Agreements	<ul style="list-style-type: none"> • CRO • OGC 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
24.6 Material Transfer Agreements	<ul style="list-style-type: none"> • PI • CRO 	<ul style="list-style-type: none"> • CRO 	<ul style="list-style-type: none"> • CRO < \$500,000 • CEO > \$500,000
24.7 Testing/Analytical Agreements	<ul style="list-style-type: none"> • PI • DH • CRO 	<ul style="list-style-type: none"> • CRO 	<ul style="list-style-type: none"> • CRO < \$500,000 • CEO > \$500,000
24.8 Misc. Research Agreements. <i>Includes Vessel Time Charter Agreements and Video Production Agreements.</i>	<ul style="list-style-type: none"> • PI • DH • CRO 	<ul style="list-style-type: none"> • CRO 	<ul style="list-style-type: none"> • CRO < \$500,000 • CEO > \$500,000
25. REVENUE GENERATING AGREEMENTS			
25.1 Revenue Generating Agreements	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • CS 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
26. SALES AGREEMENTS (TAMUS providing goods or services)			
26.1 Consultant/Professional Service Agreements <i>TAMUCT acting as consultant or performing professional service (including testing services).</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • CRO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO or CFO or CRO 	<ul style="list-style-type: none"> • CEO • CRO < \$500,000
26.1.1 Analysis Testing	<ul style="list-style-type: none"> • DH • CRO 	<ul style="list-style-type: none"> • CAO or CFO or CRO 	<ul style="list-style-type: none"> • CEO
26.2 Property Transfer Agreements (inventoried and non-inventoried items)			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
26.2.1 Transfer or surplus property	<ul style="list-style-type: none"> • PIC • CFO 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
26.2.2 Transfer within the System	<ul style="list-style-type: none"> • PIC • CFO 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
26.2.3 Transfer to another state agency	<ul style="list-style-type: none"> • PIC • CFO 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
26.2.4 Transfer to an independent third party	<ul style="list-style-type: none"> • PIC • CFO 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO
27. SERVICES AGREEMENTS (<i>TAMUS acquiring services</i>)			
27.1 Educational Testing Services	<ul style="list-style-type: none"> • DH • CAO • CS 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO
27.2 Entertainment Events <i>Artistic entertainment performance agreements.</i>	<ul style="list-style-type: none"> • DH • SRMO • CFO • CS 	<ul style="list-style-type: none"> • DH < \$5000 per event, incl. travel & lodging • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
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"> • DH • CAO (as applicable) • CFO • CS 	<ul style="list-style-type: none"> • DH < \$5000 per event, incl. travel & lodging • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
27.4 Maintenance Agreements			
27.4.1 Purchase with Equipment Purchase <i>Purchase of maintenance services from equipment vendor as an integral part of equipment purchase.</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • PIC • 	<ul style="list-style-type: none"> • DH < \$5000 per year • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
27.4.2 Stand Alone Purchase <i>Purchase of maintenance services independent from equipment purchase or vendor.</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • PIC 	<ul style="list-style-type: none"> • DH < \$5000 per year 	<ul style="list-style-type: none"> • CAO • CFO • CRO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	•		
27.5 Non-academic Instruction <i>Recreational Sports</i>	<ul style="list-style-type: none"> • DH • SRMO • CEO • CS 	<ul style="list-style-type: none"> • CEO 	<ul style="list-style-type: none"> • CEO
27.6 Statutory Professional Services <i>Acquisition of professional services as defined by Texas Government Code §2254.002 (accounting, architecture, optometry, medicine, land surveying, real estate appraising, and professional engineering).</i> <i>Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • CRO • CS 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
27.7 Statutory Consulting Services <i>Acquisition of consulting services as defined by Texas Government Code §2254.021.</i> <i>Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CRO • CFO • CS 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
27.8 Student Medical Services	<ul style="list-style-type: none"> • DH • CAO 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO
27.9 Unclassified Services <i>Purchase of services not specified elsewhere.</i>	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CFO • CRO (as applicable) • CS 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO
28. SPECIAL EVENTS			
28.1 Conference/Short-Course	<ul style="list-style-type: none"> • DH • CAO (as applicable) • CRO (as applicable) • CFO 	<ul style="list-style-type: none"> • CAO • CRO 	<ul style="list-style-type: none"> • CAO • CRO • CEO
28.2 Exhibition Loan Agreements	<ul style="list-style-type: none"> • DH 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<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"> • CAO (as applicable) • CRO (as applicable) • SRMO 	<ul style="list-style-type: none"> • CRO 	<ul style="list-style-type: none"> • CRO • CEO
29. UNCLASSIFIED AGREEMENTS <i>Contracts and agreements not specifically classified above.</i>	<ul style="list-style-type: none"> • DH • CRO (as applicable) • CRO (as applicable) • CFO • CS 	<ul style="list-style-type: none"> • CAO • CFO • CRO 	<ul style="list-style-type: none"> • CAO • CFO • CRO • CEO
	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
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