



TEXAS A&M INTERNATIONAL UNIVERSITY

Standard Administrative Procedure (SAP) 25.07.01.L0.01 President's Delegation of Authority for Contract Administration Fiscal Year 2022

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 President for Finance and Administration or Associate Vice President for Finance and Administration 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:

CEO	Chief Executive Officer (<i>authority may <u>not</u> be delegated</i>)	President	President of the Institution (<i>authority may be delegated</i>)
VPAA	Vice President for Academic Affairs and Provost	VPFA	Vice President for Finance and Administration
VPIA	Vice President for Institutional Advancement	VPSS	Vice President for Student Success
AVPFA	Associate Vice President for Finance and Administration	AVPIT	Associate Vice President for Information Technology
DEAN	Dean of Respective College	CHAIR	Academic Unit Head
PI	Principle Investigator/Research	DIRECTOR	Administrative Unit Head
AVPC	Associate Vice President for Compliance	SDCSP	Senior Director, Campus Safety & Planning
AVPSS	Associate Vice President for Student Success	APVST	Associate Provost
AVPSR	Associate Vice President for Sponsored Research	PURCH	Director of Purchasing
CMPT	Comptroller	CS	Contract Specialist
DGC	Director, Grants & Contracts	AAD	Associate Athletic Director
AD	Director of Athletics	OGC	System Office of General Counsel
System	The Texas A&M University System	SYCO	System Marketing & Communications
SREO	System Real Estate Office (OGC)	SCE	System Compliance and Ethics
SOBA	System Office of Business Affairs	FPC	System Facilities, Planning & Construction
TTC	System Technology Commercialization	BOR	System Board of Regents
SIT	System Office of Information Technology		

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* and University SAP 25.07.03.L0.01, *Purchasing Procedures*. 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 Government Code 2261.253 requires state agencies to post contracts for the purchase of goods or services from a private vendor that are valued at \$15,000 or greater if using institutional funds and all contracts using appropriated funds. All agreements must be forwarded to the Director of Purchasing for review and completion of required reporting.
- 6 Questions regarding contract administration should be directed to the Vice President for Finance and Administration as outlined in University Rule 25.07.99.L1, *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"> • Requesting department • Appropriate VP • Director, Public Relations • CS 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA 	
2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS					
2.1	Agreement with Foreign Governmental Bodies	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • Export Control 	<u>Administrative</u> <ul style="list-style-type: none"> Director Appt. AVP Appropriate VP DGC OGC 	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • President
2.2	Private Companies & Foundations	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<u>Administrative</u> <ul style="list-style-type: none"> Director Appt. AVP Appropriate VP VPIA OGC 	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • President
3. ARTICULATION AGREEMENTS					
3.1	Agreements with other institutions of higher education regarding transfer of courses	<ul style="list-style-type: none"> • Chair • Dean • Export Control (when applicable) • AVPVST • VPAA • DGC 	<ul style="list-style-type: none"> • AVPVST 	<ul style="list-style-type: none"> • VPAA 	

4. ATHLETIC AGREEMENTS			
4.1	Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"> • Head Coach • AD 	<ul style="list-style-type: none"> • AD • President
	4.1.1 Athletic Game Guarantees	<ul style="list-style-type: none"> • Head Coach • AD 	<ul style="list-style-type: none"> • AD • President
4.2	Athletic Event Sponsorship	<ul style="list-style-type: none"> • AD • VPIA • CS 	<ul style="list-style-type: none"> • AD • VPIA • President
4.3	Transportation Purchase Order Contracts	<ul style="list-style-type: none"> • Head Coach • AAD-Business • AD • CS 	<ul style="list-style-type: none"> • PURCH • VPFA
4.4	Hotel Purchase Order Contracts	<ul style="list-style-type: none"> • Head Coach • SAD • AD • CS 	<ul style="list-style-type: none"> • < \$25,000 • AD • All others • PURCH • VPFA
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.
4.6	Recreational Sports Event Sponsorship	<ul style="list-style-type: none"> • Director • AVPSS • VPSS • CS 	<ul style="list-style-type: none"> • VPSS • President
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"> • Department Head • 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)	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA • SDCSP • PURCH 	<u>Administrative</u> Director AVP VPIA/VPSS	<ul style="list-style-type: none"> • VPFA and CEO
6.2	Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA • SDCSP • PURCH 	<u>Administrative</u> Director AVP VP	<ul style="list-style-type: none"> • VPFA and CEO
6.3	Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"> • PURCH • CS • SDCSP 		<ul style="list-style-type: none"> • VPFA
7. CONSULTING AGREEMENTS				
7.1	Statutory Consulting Agreements <i>Acquisition of consulting services as defined by Texas Government Code § 2254.021.</i>	<ul style="list-style-type: none"> • See Section 27.7 herein. 	<ul style="list-style-type: none"> • See Section 27.7 herein. 	<ul style="list-style-type: none"> • See Section 27.7 herein.
7.2	Statutory Consulting Agreements <i>Providing consulting services to 3rd parties</i>	<ul style="list-style-type: none"> • See Section 26.1 herein. 	<ul style="list-style-type: none"> • See Section 26.1 herein. 	<ul style="list-style-type: none"> • See Section 26.1 herein.
8. DONOR AGREEMENTS (SP 21.05, SR 21.05.01)				
8.1	Personal Property with Restrictions <i>(including indemnification) on Acceptance (including cash or cash equivalents) See SP 21.05.</i>	<ul style="list-style-type: none"> • VPIA • VPFA 	<ul style="list-style-type: none"> • VPIA 	<ul style="list-style-type: none"> • President
8.2	Real Property <i>(including all bequests) All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.</i>	<ul style="list-style-type: none"> • See Section 23.3 herein. 	<ul style="list-style-type: none"> • See Section 23.3 herein. 	<ul style="list-style-type: none"> • See Section 23.3 herein.
8.3	Intellectual Property Gifts	<ul style="list-style-type: none"> • See Section 16.10 herein. 	<ul style="list-style-type: none"> • See Section 16.10 herein 	<ul style="list-style-type: none"> • See Section 16.10 herein

9. EMPLOYMENT APPOINTMENTS				
9.1 Faculty Offer Letters (<i>Conditional letters of appointment to faculty</i>)				
9.1.1	Approval of Appointment Offers – Tenure with Appointment (<i>Rank of Professor, Associate Professor</i>)	<p>WORKDAY PROCESS</p> <ul style="list-style-type: none"> • Chair • Dean (Minimum Qualification Review) • AVPSR • Director Grants/Contracts • Human Resources • VPAA 	<ul style="list-style-type: none"> • President and Chancellor • BOR Approval 	<ul style="list-style-type: none"> • President and Chancellor • BOR Approval
9.1.2	Approval of Appointment Offers – Tenure-Track Faculty Appointments (<i>Rank of Associate Professor, Assistant Professor, Instructor</i>)	<p>WORKDAY PROCESS</p> <ul style="list-style-type: none"> • Chair • Dean • AVPSR • Director Grants/Contracts • Human Resources • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.3	Approval of Appointment Offers – Non-Tenure Track Appointments (<i>e.g., Visiting Faculty Titles & Lecturer Titles</i>)	<p>WORKDAY PROCESS</p> <ul style="list-style-type: none"> • Chair • Dean • Human Resources • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
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"> • VPAA • Human Resources • President 	<ul style="list-style-type: none"> • VPAA and President 	<ul style="list-style-type: none"> • VPAA and President
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"> • Dean • Human Resources • VPAA • President 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA

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"> • Dean • Human Resources • VPAA • President 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
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"> • Dean • Human Resources • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
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"> • Dean • Human Resources • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.9	Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.10	Continuing and Extension Education	<ul style="list-style-type: none"> • Director • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.11	Other Instructional Agreements – Temporary Hires (<i>part-time faculty, adjunct faculty</i>)	<ul style="list-style-type: none"> • Chair • Associate Dean • Dean • Human Resources 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.12	Off-Campus Instruction	<ul style="list-style-type: none"> • Dean • VPAA • President 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
9.1.13	Graduate Assistants (<i>initial employment agreement for graduate student assistants</i>)	<ul style="list-style-type: none"> • Chair • Dean, College • Dean, Graduate Studies • VPAA 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA

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"> WORKDAY PROCESS Director AVP VP Human Resources 	<ul style="list-style-type: none"> <\$50,000 HR All others HR and VPFA 	<ul style="list-style-type: none"> HR and VPFA
9.2.2	Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"> WORKDAY PROCESS Director AVP VP Human Resources 	<ul style="list-style-type: none"> <\$50,000 HR All others HR and VPFA 	<ul style="list-style-type: none"> HR and VPFA
9.2.3	Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	<ul style="list-style-type: none"> Director AVP VP Human Resources 	<ul style="list-style-type: none"> VPFA 	<ul style="list-style-type: none"> VPFA
10. EMPLOYEE BENEFITS CONTRACTS – Risk Management				
10.1	Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"> TAMUS Risk Management 	<ul style="list-style-type: none"> VPFA 	<ul style="list-style-type: none"> VPFA
11. EQUIPMENT LEASE AGREEMENTS				
<i>TAMIU 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 TAMUS-owned equipment.</i>	<ul style="list-style-type: none"> N/A 		
11.2	Equipment Lease for <i>TAMIU-Related Activities Non-employee (student, conference, etc.) rental for a specified period of TAMIU-owned vehicle or other equipment.</i>	<ul style="list-style-type: none"> N/A 		
11.2.1	Rental Vehicles <i>(Non- TAMIU Lessee)</i>	<ul style="list-style-type: none"> N/A 		
11.2.2	Equipment	<ul style="list-style-type: none"> N/A 		

TAMIU as Lessee				
11.3	Equipment Lease with Purchase Option <i>Rental of equipment for TAMIU use with fixed option to purchase within a specified period (five years or less).</i>	<u>Academic</u> • Chair • Dean • PURCH • VPAA	<u>Administrative</u> Director AVP PURCH VPFA	• PURCH • VPFA
11.4	Equipment Lease (Rental) <i>Rental of equipment for TAMIU use for a specified period (five years or less).</i>	<u>Academic</u> • Chair • Dean • PURCH • VPAA	<u>Administrative</u> Director AVP PURCH VP	• PURCH • VPFA
12. FEDERAL & STATE REGULATORY AGREEMENTS				
12.1	Permits, Licenses, Declarations, Applications Filed with Regulatory Agencies	<u>Academic</u> • Faculty • Chair • Dean • VPAA	<u>Administrative</u> Director AVP VP VPFA	• VPAA or VPFA • VPAA or VPFA
13. FINANCIAL CONTRACTS – Treasury Services				
13.1	System Depositories (SP 22.02)	• TAMUS		•
13.2	Investment Management (SP 22.02)			
13.2.1	Investment Consultants and Advisors (subject to provisions of Section 6 Consultant Agreements)	• TAMUS		•
13.2.2	Investment Management (SP 22.02)	• TAMUS		•
13.3	Debt Management (SP 23.02, RFS, HEF and PUF)			
13.3.1	Financial Advisors (subject to provisions of Section 6 Consultant Agreements)	• TAMUS		•
13.3.2	Bond Counsel (See Section 19.2 Legal)	• TAMUS		•
13.4	Other Banking Functions (Custodial agreements, securities lending agreements)	• TAMUS		•

14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE)				
14.1	Grants (sponsored projects) (See Section 24.1)	<ul style="list-style-type: none"> • PI • Dean • Sponsored Research • AVPSR • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
14.2	Student Financial Aid	<ul style="list-style-type: none"> • Director, Financial Aid • AVPSS • VPSS • VPFA 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • President
14.3	Funding Agreements <i>(Academic)</i>	<ul style="list-style-type: none"> • PI/Chair • Dean • VPAA • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
14.4	Funding Agreements <i>(Non-Academic)</i>	<ul style="list-style-type: none"> • Director • Appropriate AVP • Appropriate VP • DGC 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
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"> • TAMUS Risk Management 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
15.2	Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> • TAMUS Risk Management 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
15.3	Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> • TAMUS Risk Management 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA

15.4	Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User) NOTE: <u>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.</u>	<ul style="list-style-type: none"> TAMUS Risk Management 	<ul style="list-style-type: none"> VPFA 	<ul style="list-style-type: none"> VPFA 				
15.5	Workers’ Compensation Insurance Claims processing or settlement	<ul style="list-style-type: none"> TAMUS Risk Management 	<ul style="list-style-type: none"> VPFA 	<ul style="list-style-type: none"> VPFA 				
15.6	Administrative Contracts	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td> <ul style="list-style-type: none"> Faculty Chair Dean VPAA DGC </td> <td> <ul style="list-style-type: none"> Director AVP VP </td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	<ul style="list-style-type: none"> Faculty Chair Dean VPAA DGC 	<ul style="list-style-type: none"> Director AVP VP 	<ul style="list-style-type: none"> VPAA or VPFA 	<ul style="list-style-type: none"> VPAA or VPFA
<u>Academic</u>	<u>Administrative</u>							
<ul style="list-style-type: none"> Faculty Chair Dean VPAA DGC 	<ul style="list-style-type: none"> Director AVP VP 							
16. INTELLECTUAL PROPERTY (SP 17.01)								
Texas A&M Technology Commercialization (TTC) – out-bound licensing, sale, or transfer of Intellectual Property								
16.1	Technology Transfer							
16.1.1	Patent License Agreement (<i>Technology Transfer</i>)	<ul style="list-style-type: none"> Inventor Chair Dean Dean, Graduate Studies VPAA President System Technology Office 	<ul style="list-style-type: none"> VPAA 	<ul style="list-style-type: none"> President 				
16.1.2	Non-Patent License Agreement (<i>Technology Transfer</i>)	<ul style="list-style-type: none"> Inventor Chair Dean Dean, Graduate Studies VPAA President System Technology Office 	<ul style="list-style-type: none"> VPAA 	<ul style="list-style-type: none"> President 				
16.1.3.1	Trademark and Service Mark License (System controlled or owned)	<ul style="list-style-type: none"> SDCSP CS System Technology Office 	<ul style="list-style-type: none"> SDCSP 	<ul style="list-style-type: none"> VPFA 				

16.1.3.2	Trademark and Service Mark License (Member owned and licensed via System IP license agreement)	<ul style="list-style-type: none"> • SDCSP • CS 	<ul style="list-style-type: none"> • SDCSP 	<ul style="list-style-type: none"> • VPFA 												
16.1.4	Invention/Software Copyright Disclosure	<ul style="list-style-type: none"> • Inventor • Chair • Dean • Dean, Graduate Studies • AVPSR • VPAA • System Technology Office 	<ul style="list-style-type: none"> • AVPSR 	<ul style="list-style-type: none"> • VPAA 												
16.1.5	Software License	<ul style="list-style-type: none"> • See Section 22.3 herein. 	<ul style="list-style-type: none"> • See Section 22.3 herein. 	<ul style="list-style-type: none"> • See Section 22.3 herein. 												
16.1.6	Material Transfer (<i>Commercial</i>)	<ul style="list-style-type: none"> • N/A 														
16.1.7	Material Transfer (<i>Non-Commercial</i>)	<ul style="list-style-type: none"> • N/A 														
16.2	Disclosure and Protection of Intellectual Property															
16.2.1	Intellectual Property Application and Prosecution	<ul style="list-style-type: none"> • Inventor • Chair • Dean • Dean, Graduate Studies • VPAA • President • System Technology Office 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • President 												
16.3	Collegiate Licensing	<ul style="list-style-type: none"> • Director • PURCH or CS • SDCSP 	<ul style="list-style-type: none"> • VPFA • AVPFA 	<ul style="list-style-type: none"> • VPFA 												
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>	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Faculty</td> <td>Director</td> </tr> <tr> <td>• Chair</td> <td>AVP</td> </tr> <tr> <td>• Dean</td> <td>VP</td> </tr> <tr> <td>• VPAA</td> <td></td> </tr> <tr> <td>• SDCSP</td> <td></td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Faculty	Director	• Chair	AVP	• Dean	VP	• VPAA		• SDCSP		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<u>Academic</u>	<u>Administrative</u>															
• Faculty	Director															
• Chair	AVP															
• Dean	VP															
• VPAA																
• SDCSP																

16.5	Federal/State Program Participation Agreements	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<u>Administrative</u> Director AVP VP DGC	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • President
16.6	Federal/State Regulatory Agreements (permits, licenses, declarations, applications filed with regulatory agencies)	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<u>Administrative</u> Director AVP VP DGC	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • President
16.7	Intra-System Agreements Commitments for the use/acquisition (provision) from (to) other System Members	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<u>Administrative</u> Director AVP VP PURCH or CS SDCSP	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • President
16.8	Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TTC and Non-System entities	<ul style="list-style-type: none"> • Director • AVP • VP • DGC • PURCH or CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • President
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"> • Director • VP • PURCH or CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
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"> • Director • VP • PURCH or CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA

18. INTRA-SYSTEM AGREEMENT				
18.1	Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other SYSTEM members.</i>	<u>Academic</u> • Chair • Dean • VPAA	<u>Administrative</u> Director AVP VP PURCH or CS	• VPAA or VPFA
18.2	RELLIS Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other SYSTEM members.</i>	<u>Academic</u> • Chair • Dean • VPAA	<u>Administrative</u> Director AVP VP PURCH or CS	• VPAA or VPFA
19. LEGAL (SP 09.04, SR 09.04.01)				
19.1	Litigation (<i>See 19.1.1 below</i>). <i>All settlements shall have concurrence of the TAMIU 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	• President • OGC	• President • OGC	• CEO • OGC • Chancellor
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>	• President • OGC	• See Section 19.1.1 herein.	• See Section 19.1.1 herein.
20. MEMORANDA OF AGREEMENT/UNDERSTANDING - ACADEMIC				
20.1	General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between TAMUS and non-TAMUS entities; contracts to perform educational and service activities consistent with the TAMUS mission.</i>	• Chair • Dean • AVPVST • VPAA • DGC	• VPAA	• VPAA
20.2	Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	• Director • Appropriate AVP • Appropriate VP • DGC	• VPAA	• VPAA

20.3	International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> • Director • AVPSS • VPSS • VPAA • DGC • PURCH or CS 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
20.4	International Study Abroad Program	<ul style="list-style-type: none"> • Director • AVPSS • VPSS • AVPVST • CS • SDCSP 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
20.5	Training Affiliation (<i>internships</i>) <i>Documents mutual obligations to establish training [internship opportunities] for TAMUS' students.</i>	<ul style="list-style-type: none"> • Chair • Dean • AVPVST • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
20.6	Work Study Program Agreements	<ul style="list-style-type: none"> • Chair • Dean • AVPVST • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
21.	MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC			
21.1	General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents commitments between TAMUS and non-TAMUS entities that are non-academic in nature.</i>	<ul style="list-style-type: none"> • Director • Appropriate AVP • Appropriate VP • PURCH or CS 	<ul style="list-style-type: none"> • Appropriate VP 	<ul style="list-style-type: none"> • Appropriate VP • President

22. PURCHASE AGREEMENTS (<i>TAMIU acquiring goods and non-professional services</i>)															
22.1	<i>TAMUS Purchase Orders Purchase of goods from outside vendor using standard form promulgated by TAMUS which are processed through the appropriate bid process in accordance with TAMUS policies and State requirements.</i>	<ul style="list-style-type: none"> • Chair/Director • Dean/AVP • VP • CS • PURCH 	<ul style="list-style-type: none"> • PURCH • AVPFA 												
22.2	<i>Vendor Purchase Orders Purchase of goods or services from outside vendor using vendor supplied document or negotiated agreement.</i>	<ul style="list-style-type: none"> • Chair/Director • Dean/AVP • VP • CS • PURCH 	<ul style="list-style-type: none"> • PURCH • AVPFA 												
22.3	<i>Software License Agreements Contract for site use of computer software using vendor supplied document or agreement.</i>														
22.3.1	<i>Department Contract limiting application to specific Department.</i>	<table border="0"> <tr> <td style="padding-right: 20px;"><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>AVPIT/CIO</td> </tr> <tr> <td></td> <td>PURCH or CS</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		AVPIT/CIO		PURCH or CS	<ul style="list-style-type: none"> • PURCH • VPFA
<u>Academic</u>	<u>Administrative</u>														
• Chair	Director														
• Dean	AVP														
• VPAA	VP														
	AVPIT/CIO														
	PURCH or CS														
22.3.2	<i>University Offices Contract providing institutional office computing application.</i>	<ul style="list-style-type: none"> • AVPIT/CIO • PURCH or CS 	<ul style="list-style-type: none"> • VPFA 												
22.3.3	<i>Intellectual Property (non through TTC) Contract containing IP Provisions</i>	<ul style="list-style-type: none"> • AVPIT/CIO • PURCH or CS • DGC • OGC 	<ul style="list-style-type: none"> • VPFA 												

22.4 Memberships <i>Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>			
22.4.1 Professional/Service Associations <i>Purchase by TAMIU 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"> • <u>Academic</u> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> • <u>Administrative</u> • Director • AVP • VP • CS or VPFA 	<ul style="list-style-type: none"> • VPAA or VPFA • President
22.4.2 Social/Individual <i>Purchase by TAMIU on behalf of an individual of a membership in a social organization.</i>	<ul style="list-style-type: none"> • AVP • VP • AVPFA or VPFA 	<ul style="list-style-type: none"> • <\$25,000 • VPFA 	<ul style="list-style-type: none"> • All others President • CEO
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"> • Department Head • Director • VPAA • PURCH or CS 	<ul style="list-style-type: none"> • VPAA or PURCH 	<ul style="list-style-type: none"> • President
22.6 Library Subcontracts <i>TAMUS library subcontracts to provide off-campus library services.</i>	<ul style="list-style-type: none"> • Department Head • Director • VPAA • CS • PURCH or CS 	<ul style="list-style-type: none"> • VPAA or PURCH 	<ul style="list-style-type: none"> • President
22.7 Commercial Licenses <i>(Chick-Fil-A, etc.)</i>	<ul style="list-style-type: none"> • CS • PURCH • SDCSP 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • CEO
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> • Chair • Dean • CS • PURCH 	<ul style="list-style-type: none"> • PURCH or VPFA 	<ul style="list-style-type: none"> • VPFA

22.9	Partial Sale, Partial Gift Purchases (See SP 21.05, §3)	<ul style="list-style-type: none"> • SDCSP • VPFA • OGC/SREO 	<ul style="list-style-type: none"> • President 	<ul style="list-style-type: none"> • CEO 												
22.10	Financing Service Agreements related to the acquisition of good or services.	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>SDCSP</td> </tr> <tr> <td></td> <td>PURCH or CS</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		SDCSP		PURCH or CS	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<u>Academic</u>	<u>Administrative</u>															
• Chair	Director															
• Dean	AVP															
• VPAA	VP															
	SDCSP															
	PURCH or CS															
22.11	Purchasing agreements not classified elsewhere	<ul style="list-style-type: none"> • Chair/Director • Dean/AVP • VP • CS • PURCH • <u>VPFA</u> 	<ul style="list-style-type: none"> • PURCH • VPFA 	<ul style="list-style-type: none"> • VPFA 												
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> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> • SREO/OGC • SDCSP • VPFA • President 	N/A - Chancellor or System CFO executes purchases of \$1,000,000 or less (after BOR approval if consideration is over \$1,000,000)													
23.2	Condemnation of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> • SREO/OGC • VPFA • President • Chancellor or System CFO 	N/A - Chancellor, System CFO or General Counsel executes all documents (after BOR approval)													
23.3	Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i> ○ <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"> • SREO/SERO • OGC • SDCSP • VPIA • VPFA • President • SOBA 	<ul style="list-style-type: none"> • CEO can accept after approval of OGC and SOBA • System CFO can accept after approval of OGC and SOBA if property is gifted/bequested to System Offices 													

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.

<p>23.4 Sale or Exchange of Real Property <i>Per SP 41.01, §3 and SR 41.01.01, §4:</i></p> <ul style="list-style-type: none"> ○ <i>SREO oversees all activities required to dispose of or exchange real property.</i> ○ <i>All dispositions or exchanges of real property must be approved by the BOR.</i> ○ <i>Member CEOs may recommend disposal or exchange of System real property.</i> 	<ul style="list-style-type: none"> ● SREO/SERO ● OGC ● SDCSP ● VPFA ● President 	<p>N/A - Chancellor or System CFO executes after BOR approval, if necessary</p>
<p>23.5 Lease of Real Property</p>		
<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"> ● SREO ● OGC ● SDCSP ● PURCH/CS ● CEO ● Chancellor or System CFO (if property assigned to System Offices) 	<p>If Lease term is 5 years or less:</p> <ul style="list-style-type: none"> ● CEO <p>If property is assigned to System Offices or if Lease approved by BOR Chancellor or System CFO</p>
<p>23.5.2 FROM 3rd Parties <i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3rd party for TAMIU use for a specified period. See SP 41.01, §4 and SR 41.01.01, §6</i></p>	<ul style="list-style-type: none"> ● SDCSP ● SREO ● OGC ● PURCH/CS ● CEO 	<p>If Lease term is 5 years or less <u>and</u> \$500,000 or less:</p> <ul style="list-style-type: none"> ● President or VPFA <p>If Lease term is 10 years or less and over \$500,000 to \$1,000,000</p> <ul style="list-style-type: none"> ● Chancellor or System CFO <p>If Lease term is more than 10 years or greater than \$1,000,000</p> <ul style="list-style-type: none"> ● BOR
<p>23.5.3 Student Retreat Facility <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"> ● SREO/OGC ● Director ● Appropriate AVP ● Appropriate VP ● SDCSP ● PURCH/CS ● CEO 	<ul style="list-style-type: none"> ● CEO

23.6 Easements (SP 41.01, §6)		
23.6.1 System as Grantor (easement across System property) (10-year limit)	<ul style="list-style-type: none"> • SDCSP • SREO/OGC • CEO 	N/A <ul style="list-style-type: none"> • VCBA • Managing Counsel, Property & Construction executes
23.6.2 System as Grantee (easement across 3 rd party's property) (Requires BOR approval if over \$300,000)	<ul style="list-style-type: none"> • SDCSP • SREO/OGC • CEO 	N/A <ul style="list-style-type: none"> • VCBA • Managing Counsel, Property & Construction • Chancellor or System CFO (if BOR approval required)
23.6.3 Conditional Roadway Easements (indefinite term) (Requires BOR approval)	<ul style="list-style-type: none"> • SDCSP • SREO • OGC • CEO 	N/A - Chancellor or System CFO executes after BOR approval
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"> • Student Housing Management Committee • SDCSP • SREO • OGC • CEO 	<ul style="list-style-type: none"> • CEO
23.7.2 Residence Hall <i>On-campus student housing.</i>	<ul style="list-style-type: none"> • Student Housing Management Committee • SDCSP • SREO • OGC • CEO 	<ul style="list-style-type: none"> • CEO
23.7.3 Student Apartments <i>Off-campus University-housing provided for students.</i>	<ul style="list-style-type: none"> • Student Housing Management Committee • SDCSP • SREO • OGC • CEO 	<ul style="list-style-type: none"> • CEO
23.7.4 Mail Box <i>Rental of residence hall mail boxes.</i>	<ul style="list-style-type: none"> • N/A 	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"> • Event Services • PURCH or CS • SREO/OGC 	<ul style="list-style-type: none"> • VPIA
23.8.2	Permits and Licenses of System Land, including Water Use and Antiquities Permits	<ul style="list-style-type: none"> • SDCSP 	Managing Counsel, Property & Construction or <ul style="list-style-type: none"> • VPFA
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"> • SDCSP • SREO • PURCH or CS 	<ul style="list-style-type: none"> • VPFA
23.8.4	Oil, Gas and Mineral Rights Leasing (Requires BOR approval if less than 25% royalty, more than 3-year primary term, or no drilling requirement within primary term) See SP 41.01, §5	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO 	N/A - Chancellor or System CFO executes
23.8.5	Other Oil, Gas and Mineral Rights documents (i.e. Division Orders, Pooling Agreements, Ratification Agreements, Assignment Consents, Affidavits and related documents)	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO 	N/A – VCBA, Landman IV or Managing Counsel, Property & Construction executes

23.8.6	Other Documents (i.e., Surface Use Agreements, Subordination, Non-disturbance & Attornment Agreements, Assignments, Estoppels, Consents, Ratifications, Releases, Memorandums, Affidavits, Acknowledgments; documents containing statements of fact; and non-substantive amendments to documents, etc.)	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO 	Managing Counsel, Property & Construction or <ul style="list-style-type: none"> • VPFA
23.8.7	Condominium Ownership, Operations and Activity Documents	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO • OGC 	N/A - Chancellor or System CFO executes
23.8.8	Broker/Agency Representation and Listing Agreements; Non-binding Letters of Intent/Term Sheets	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO • OGC 	<ul style="list-style-type: none"> • CEO
23.9	Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See Section 27.6)	<ul style="list-style-type: none"> • SDCSP • VPFA • SREO • OGC 	Managing Counsel, Property & Construction <ul style="list-style-type: none"> • CEO
23.10	RELLIS Campus Leases, Licenses, Permits and Facility Use Agreements	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

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>	<ul style="list-style-type: none"> • Sponsored Research • Grants and Contracts • AVPSR • DGC 	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • VPAA and CEO
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"> • Sponsored Research • Grants and Contracts • AVPSR • DGC 	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • VPAA and President
24.3	Proposal Submissions	<ul style="list-style-type: none"> • Sponsored Research • Grants and Contracts • AVPSR 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
24.4	Teaming Agreements	<ul style="list-style-type: none"> • Sponsored Research • Grants and Contracts • AVPSR 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA
24.5	Non-disclosure Agreements	<ul style="list-style-type: none"> • Sponsored Research • Grants and Contracts • AVPSR • DGC-OGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA and President
24.6	Material Transfer Agreements	<ul style="list-style-type: none"> • Sponsored Research • Export Control • AVPSR • DGC-OGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA and President
24.7	Testing/Analytical Agreements	<ul style="list-style-type: none"> • PI • Sponsored Research • AVPSR • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA

24.8	Intellectual Property Agreements (Not through TTC)	<ul style="list-style-type: none"> • PI • Sponsored Research • AVPSR • DGC • OGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA 				
24.9	Misc. Research Agreements. <i>Includes Vessel Time Charter Agreements and Video Production Agreements.</i>	<ul style="list-style-type: none"> • PI • Sponsored Research • AVPSR • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA 				
25. REVENUE GENERATING AGREEMENTS								
25.1	Revenue Generating	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td> <ul style="list-style-type: none"> • Chair • Dean • VPAA </td> <td> <ul style="list-style-type: none"> Director AVP VP CMPT SDCSP PURCH or CS </td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	<ul style="list-style-type: none"> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> Director AVP VP CMPT SDCSP PURCH or CS 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<u>Academic</u>	<u>Administrative</u>							
<ul style="list-style-type: none"> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> Director AVP VP CMPT SDCSP PURCH or CS 							
26. SALES AGREEMENTS (TAMIU providing goods or services)								
26.1	Consultant/Professional Service Agreements <i>TAMIU acting as consultant or performing professional service (including testing services).</i>	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td> <ul style="list-style-type: none"> • Chair • Dean • VPAA </td> <td> <ul style="list-style-type: none"> Director AVP VP CMPT AVPFA </td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	<ul style="list-style-type: none"> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> Director AVP VP CMPT AVPFA 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<u>Academic</u>	<u>Administrative</u>							
<ul style="list-style-type: none"> • Chair • Dean • VPAA 	<ul style="list-style-type: none"> Director AVP VP CMPT AVPFA 							
26.1.1	Analysis Testing	<ul style="list-style-type: none"> • Chair • Dean • VPAA • DGC 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA or President 				
26.2	Property Transfer Agreements (inventoried and non-inventoried items)							
26.2.1	Transfer or surplus property	<ul style="list-style-type: none"> • Department • Inventory • CMPT 	<ul style="list-style-type: none"> • CMPT 	<ul style="list-style-type: none"> • VPFA 				
26.2.2	Transfer within the System	<ul style="list-style-type: none"> • Department • Receiving Member • Inventory • CMPT 	<ul style="list-style-type: none"> • CMPT 	<ul style="list-style-type: none"> • VPFA 				

26.2.3	Transfer to another state agency	<ul style="list-style-type: none"> • Department • Receiving Agency • Inventory • CMPT 	<ul style="list-style-type: none"> • CMPT 	<ul style="list-style-type: none"> • VPFA 												
26.2.4	Transfer to an independent third party	<ul style="list-style-type: none"> • Department • VP • Inventory • AVPFA • CMPT 	<ul style="list-style-type: none"> • President 	<ul style="list-style-type: none"> • CEO 												
26.3	Unclassified Services-Providing services not specified elsewhere.	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>CMPT</td> </tr> <tr> <td></td> <td>VPFA</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		CMPT		VPFA	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<u>Academic</u>	<u>Administrative</u>															
• Chair	Director															
• Dean	AVP															
• VPAA	VP															
	CMPT															
	VPFA															
27. SERVICES AGREEMENTS (TAMU acquiring services)																
27.1	Educational Testing Services	<ul style="list-style-type: none"> • Director • Dean, University College • PURCH or CS 	<ul style="list-style-type: none"> • VPAA 	<ul style="list-style-type: none"> • VPAA 												
27.2	Entertainment Events <i>Artistic entertainment performance agreements.</i>	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>PURCH or CS</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		PURCH or CS	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • VPAA and VPFA 		
<u>Academic</u>	<u>Administrative</u>															
• Chair	Director															
• Dean	AVP															
• VPAA	VP															
	PURCH or CS															
27.3	Lecture/Seminar Speaker Agreements <i>Use of non-faculty/staff to lecture or speak in support of institutional programs.</i>	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>PURCH or CS</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		PURCH or CS	<ul style="list-style-type: none"> • VPAA or VPFA 	<ul style="list-style-type: none"> • VPAA and VPFA 		
<u>Academic</u>	<u>Administrative</u>															
• Chair	Director															
• Dean	AVP															
• VPAA	VP															
	PURCH or CS															
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>	<table border="0"> <tr> <td><u>Academic</u></td> <td><u>Administrative</u></td> </tr> <tr> <td>• Chair</td> <td>Director</td> </tr> <tr> <td>• Dean</td> <td>AVP</td> </tr> <tr> <td>• VPAA</td> <td>VP</td> </tr> <tr> <td></td> <td>CS</td> </tr> </table>	<u>Academic</u>	<u>Administrative</u>	• Chair	Director	• Dean	AVP	• VPAA	VP		CS	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA 		
<u>Academic</u>	<u>Administrative</u>															
• Chair	Director															
• Dean	AVP															
• VPAA	VP															
	CS															

<p>27.4.2 Stand Alone Purchase <i>Purchase of maintenance services independent from equipment purchase or vendor.</i></p>	<p><u>Academic</u></p> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<p><u>Administrative</u></p> <p>Director AVP VP CS</p>	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<p>27.5 Non-academic Instruction <i>Recreational Sports</i></p>	<ul style="list-style-type: none"> • Director • AVPSS • VPSS • CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<p>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). Agreements for outside counsel must comply with Section 18 herein.</i></p>	<ul style="list-style-type: none"> • Chair/Director • Dean/AVP • VP • SDCSP • PURCH or CS 		<ul style="list-style-type: none"> • PURCH • AVPFA 	<ul style="list-style-type: none"> • VPFA
<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 18 herein.</i></p>	<p><u>Academic</u></p> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<p><u>Administrative</u></p> <p>Director AVP VP PURCH or CS</p>	<ul style="list-style-type: none"> • PURCH • AVPFA 	<ul style="list-style-type: none"> • VPFA
<p>27.8 Student Medical Services</p>	<ul style="list-style-type: none"> • AVPSS • VPSS • CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
<p>27.9 Unclassified Services <i>Purchase of services not specified elsewhere.</i></p>	<p><u>Academic</u></p> <ul style="list-style-type: none"> • Chair • Dean • VPAA 	<p><u>Administrative</u></p> <p>Director AVP VP PURCH or CS SDCSP</p>	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA

28. SPECIAL EVENTS					
28.1	Conference/Short-Course	<u>Academic</u> <ul style="list-style-type: none"> • Chair • Dean • AVPVST 	<u>Administrative</u> <ul style="list-style-type: none"> Director AVP VP Director, Continuing Ed CS 	<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
28.2	Exhibition Loan Agreements <i>Documents commitments to display, secure, admit public, etc. to view works of art of material of public interest.</i>	<ul style="list-style-type: none"> • Director, FPA Facilities • PURCH or CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA
29.	UNCLASSIFIED AGREEMENTS <i>Contracts and agreements not specifically classified above.</i>	<ul style="list-style-type: none"> • SDCSP • PURCH or CS 		<ul style="list-style-type: none"> • VPFA 	<ul style="list-style-type: none"> • VPFA