

CONTRACT DELEGATION LIST – 2009-2010

Askew, George – Assoc. Dean & Assoc. Dir. For Ag & Natural Resources

- “Plant Material Transfer Agreement” for the transfer of plant materials intended for evaluation and testing services only.

Cameron, Neill – Vice President for Advancement

- authorized to convert, transfer, assign, or otherwise dispose of securities of Clemson University and of the Board of Trustees of Clemson University whether said securities were received by the University by gift, purchase, or otherwise
- authority to execute license agreements for use of Clemson University name and marks (with exception of “Tiger Paw” logo; see Tim Match)

Carmichael, Marvin – Director of Student Financial Aid

- student financial aid agreements

Copeland, Steve – Interim Chief Administrative Officer

- A-1 documents to establish or revise State capital projects; construction contracts; construction change orders of \$35,000 or more; Architecture/Engineering contracts; Architecture/Engineering amendments; Architecture/Engineering contracts of \$25,000 or less; Indefinite Delivery Contracts; DHEC permits; leases and land acquisitions; powers-of-attorney for export and customs purposes

Dalton, Brett – Chief Financial Officer

- contracts and other instruments in writing pertaining to matters covered by resolutions or other official actions of the Board of Trustees
- agreements to open accounts in the name of and for the benefit of Clemson University at banking or other financial institutions as might be necessary to efficiently and effectively conduct the business and financial matters of the University

DiSabatino, Gail – Vice President for Student Affairs

- agreements with the City of Clemson regarding municipal services; entertainment and speaker agreements; service contracts related to student affairs

Dooley, Larry – Associate Dean of Engineering and Sciences

- grant proposal applications for proposals related to the College of Engineering and Science up to the sum of \$750,000

Elrod, Roberta – Director of Sponsored Programs, Accounting and Administration

- amendments, extensions and documents related to the budget of a previously awarded research grant, contract or cooperative agreement

Geolas – Robert T. – Director, CU-ICAR

- The authority to sign Business Partnership Agreements for CU-ICAR using the Business Partnership form attached to this memorandum
- Standard Confidential Disclosure Agreements in the precise form attached as Exhibit A, provided that any changes or amendments to the CDA in Exhibit A is approved in advance by the Office of General Counsel. A copy of each executed CDA shall be forwarded to the Vice President for Research and Economic Development.

Grigsby – David – Interim Director of International Affairs

- International Agreements of Cooperation and related annexes or amendments creating opportunities for collaboration with international partners provided such agreements contain no legally-binding obligations regarding Clemson University personnel, funds or facilities
- transfers of financial aid funds associated with international study programs

Hallenbeck, Doug – Executive Director of Housing

- student housing agreements

Harder, Lillian – Director of The Brooks Center for the Performing Arts

- performance agreements related to use of Brooks Performing Arts Center

Helms, Dori – Provost and Vice President for Academic Affairs

- the President's designated alternate signatory in the President's absence

- for documents requiring the signature of both the President and the Vice President for Academic Affairs and Provost, the Executive Secretary to the Board of Trustees is authorized to serve as the President's designated alternate signatory in the President's absence
- agreements regarding academic programs, collaboration, affiliation
- agreements for nursing and education, service contracts
- faculty employment offer letters; renewal letters; non-reappointment letters; employment contracts

Hill, Katie – Senior Associate Athletics Director

- software agreements for athletic ticket applications; service agreements related to athletic activities; aircraft charter agreements for athletic activities; lease agreements for athletic facilities; miscellaneous business agreements related to athletic activities

Jackson, Debra - Director for Institutional Effectiveness and Accountability

- documents related to accreditation of the University (e.g., SACS)

Kelly, John – Vice President for Public Service and Agriculture

- contracts, MOUs, and other agreements related to Public Service Administration

Kelly, Karl – Director of Corporate Operations, CURI

- standard confidential disclosure agreements related to CURI in the precise form attached as Exhibit A, provided that any changes or amendments to the CDA in Exhibit A is approved in advance by the Office of General Counsel. A copy of each executed CDA shall be forwarded to the Vice President for Research and Economic Development.

Kolis, Joe - Executive Director of Clemson University Research Foundation

- material transfer agreements, confidentiality (NDA) agreements and intellectual property licenses

Kunkle, Lynn - Grants Administrator

- as the Institutional Representative on proposal applications and all associated application documents required by sponsor policy for proposals whose costs do not exceed \$500k

Leidinger, Angie –Executive Secretary to the Board of Trustees and Executive Director of Governmental Affairs

- contracts with consultants on public policy and governmental relations
- for documents requiring the signature of both the President and the Vice President for Academic Affairs and Provost, the Executive Secretary to the Board of Trustees is authorized to serve as the President’s designated alternate signatory in the President’s absence

Martin, Jeff – Executive Director of the Conference Center and Inn

- execute contracts for use of the Madren Center facilities

Match, Tim – Associate Athletics Director for Revenue Opportunities/ Director of Licensing

- license agreements regarding Clemson University registered marks

McGowan-Hudson, Bettie - Grants Manager

- as the Institutional Representative on proposal applications and all associated application documents required by sponsor policy for proposals whose costs do not exceed \$500k (2009 letter also sent to Lynn Kunkle and Mike Strickland)

Murphy, Keith – Director, CU Genomics Institute

- “Click-Wrap Agreement for Online Orders” – applicable to on-line orders for sequencing and other technical services offered on-line provided the client is required to agree to the attached “click-wrap” material transfer agreement which shall be displayed on-line with every order.
- “CUGI Services Agreement” – applicable to contracts for technical services that are not offered on-line.
- “CUGI Change Order Form” – applicable to changes to on-line and other orders.

Nebesky, Mike – Director of Procurement

- purchasing and procurement agreements

Phillips, Terry Don – Director of Athletics

- employment contracts for athletic coaches

Pigeon, Scott – Procurement Manager

- purchasing and procurement agreements when Director of Procurement is not available

Przirembel, Chris – Vice President for Research and Economic Development

- all Clemson University program applications for external funding support and which commits University facilities, equipment or research, instructional, or extension faculty or staff in order to achieve the stated objective(s) of the proposed application
- the VPR is authorized to execute, in the name of Clemson University, the associated grant or contractual agreements for sponsored program support, and all related representations, certifications, compliance assurances, or other documents required by sponsoring agencies' policies. Included within this authorization is the approval to issue and execute associated subcontract agreements necessary to sponsored program performance
- the VPR is authorized to execute license agreements, non-disclosure or confidentiality agreements associated with proprietary or intellectual property matters and to execute University Power of Attorney and related Patent and Trademark Office documents

Queen, Gregory - University Veterinarian

- agreements related to the care of animals used in research and teaching

Sams, Alan – Dean, College of Agriculture, Forestry and Life Sciences

- grant proposal applications for proposals related to the College of Agriculture, Forestry and Life Sciences up to the sum of \$500,000

Strickland, Mike - Grants Manager

- as the Institutional Representative on proposal applications and all associated application documents required by sponsor policy for proposals whose costs do not exceed \$500k (2009 letter also sent to Lynn Kunkle, and Bettie McGowan-Hudson)

Williams, JoAnn – Senior Contract Advisor

- the “Institutional Representative” on extramural research proposal applications, grant and contract awards, non-disclosure agreements, and all associated documents required by sponsor policy for those proposal or award actions not exceeding \$1M