



UNIVERSITY of
NORTH FLORIDA

November 1, 2007

MEMORANDUM

TO: Robert L. Wood, Dean
Division of Continuing Education and Extension

FROM: Mark E. Workman, ^{MEW}Provost and Vice President
Academic Affairs

SUBJECT: Delegation of Signature Authority for Contracts

Effective this date, I hereby delegate contract approval, execution and administration authority vested in me pursuant to the Delegation of Signature Authority for Academic Agreements by the President of the University of North Florida dated November 1, 2007 to the Dean of the Division of Continuing Education and Extension for all contracts with state agencies, private corporations and other entities for continuing education programs administered by the Division of Continuing Education and Extension.

The authority delegated hereby shall be exercised in accordance with all applicable university regulations, policies and procedures, and laws of the State of Florida.

This delegation of authority shall remain in effect until revoked by me in writing. I authorize further delegation of this authority to the Director of Continuing Education and Extension. Any further delegation shall be in writing.

Thank you for accepting this responsibility.