March 11, 2011

MEMORANDUM

TO: Scott Bennett, Associate Vice President
Lance Taylor, Associate Vice President, Chief Information Officer

FROM: Shari A. Shuman, Vice President
Administration and Finance

SUBJECT: Delegation of Authority – Business and Finance Agreements
and IPTM Agreements

Effective this date, pursuant to the authority vested in me by the University President on November 1, 2007 to execute on behalf of the University of North Florida Board of Trustees the following:

agreements relating to the University’s business and financial operations, including, but not be limited to, contracts, memoranda of understanding, leases, licenses, memoranda of agreement, purchase orders, forms, letters of agreement, applications, and extensions and renewals thereof, relating to business transactions and financial matters such as banking, debt obligations, risk management, insurance, law enforcement, personal property, procurement, equipment, vending, concessions, rental and use of university facilities, University contracted entertainment and entertainment support, tax issues and Institute of Police Technology & Management (IPTM) contracts not exceeding $500,000, (collectively, “Contracts”),

I hereby further delegate to each of you as Associate Vice President the authority to execute Contracts, provided that this delegation shall only be effective and the authority delegated hereunder only exercised during my physical absence from the University campus, pursuant to my specific direction, and following approval of any such contract by the Office of the General Counsel.

This delegation supersedes all prior delegations of this authority by me and shall remain in effect until revoked by me in writing and shall not be further delegated. Thank you for agreeing to accept this responsibility.