UNIVERSITY of
NORTH FLORIDA

March 18, 2013

MEMORANDUM

TO: Robert J. Boyle, Director
    University Housing

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

SUBJECT: Delegation of Authority – Housing and Residence Life
         Agreements

Pursuant to a delegation of authority dated November 1, 2007, the
University President has granted me the authority to administer and
execute business and finance agreements on behalf of the University of
North Florida Board of Trustees, provided such contracts are in
conformance with law and the rules of the Board.

Effective this date, I hereby designate the Director of University Housing
as my designee and authorized institutional representative for purposes
of administering and executing the University’s housing and residence
life agreements. These agreements are construed to include, but not be
limited to, memoranda of understanding, memoranda of agreement,
letters of agreement, contracts, leases, licenses, and extensions and
renewals thereof, relating to matters such as use of housing space and
facilities, conferences and special activities held in housing space and
facilities, and student and guest apartment rentals.

The Office of the Vice President, General Counsel shall review and
approve all standard forms of lease and agreement, and the said Office
shall approve any revisions to such standard forms.

This delegation is effective provided that funds are available and the
contracts are issued in accordance with law and University regulations,
policies and procedures.

This delegation supersedes any previous delegations relating to this
subject matter, shall remain in effect until revoked by me in writing and
shall not be further delegated.

Thank you for agreeing to accept this responsibility.