




July 17, 2018

M E M O R A N D U M

TO: Pamela S. Chally, Interim Provost and Vice President,
Academic Affairs

FROM: David M. Szymanski, Ph.D. 
President

SUBJECT: Delegation of Signature Authority for Academic Agreements

Pursuant to Florida Statutes Section 1001.72(1) and Board of Governors Regulation 1.001, the University of North Florida Board of Trustees is granted the power to contract on behalf of the University.

The Resolution of Presidential Authority adopted by the University of North Florida Board of Trustees on July 16, 2018 grants authority to the University President to approve, execute and administer contracts on behalf of the University of North Florida Board of Trustees.

Effective May 31, 2018, I hereby delegate to the Interim Provost and Vice President for Academic Affairs the authority to approve, execute and administer academic contracts on behalf of the University of North Florida Board of Trustees, provided such contracts are in conformance with law and regulations of the Board.

For the purposes of this delegation, academic contracts include, but are not limited to affiliation agreements, agency agreements, contracts with partner institutions, grants, memoranda of understanding, memoranda of agreement, and extensions and renewals thereof, that relate to academic matters such as academic programs and degrees, faculty, curriculum, instruction and articulation. Specific cooperative education program agreements, sponsored research agreements, international agreements, and continuing education agreements may be the subject of separate delegations of approval and signature authority executed by me.

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

This delegation is effective immediately and supersedes any and all previous delegation from this office relating to this subject matter. Any further delegation of this authority shall not be granted below the level of Dean/Director and shall be in writing with a copy provided to the Office of the General Counsel. Any further delegation should align authority with effective organizational assignments of responsibility.