




July 17, 2018

MEMORANDUM

TO: Shari Shuman, Vice President  
Administration and Finance

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

SUBJECT: Delegation of Approval Authority for Perquisites

Effective May 31, 2018, pursuant to the Resolution on Presidential Authority adopted by the University of North Florida Board of Trustees on July 16, 2018, I hereby delegate to the Vice President for Administration and Finance the authority vested in me to approve perquisites on behalf of the University of North Florida, other than the provision of leased or donated vehicles for the personal use of employees, which must be approved annually by me.

All perquisites submitted for your consideration and approval under this delegation must be approved in writing by the appropriate Vice President to whom the employee receiving the perquisite reports and must be consistent with and administered in conformity with the laws of the State of Florida, and University rules and policies.

This delegation of authority supersedes any and all prior delegations by this office as to this subject matter, shall remain in effect until revoked by me in writing and shall not be further delegated.