




July 17, 2018

MEMORANDUM

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

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

SUBJECT: Delegation of Authority for Business, Financial Management and Physical Plant Operations of the University

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 responsibility for the business, financial management, and physical plant operations of the University, including supervisory responsibility for:

- ADA Compliance
- Business Services
- Campus Planning
- Design & Construction
- Controller
- Environmental Health and Safety
- Financial Systems
- Information Technology Services
- Institute of Police Technology Management
- Parking Services
- Physical Facilities
- Planning & Budget Office
- Procurement Services
- TSI Foundation Accounting
- Treasurer

This delegation of authority supersedes any and all prior delegations by this office as to this subject matter and shall remain in effect until revoked by me in writing. In carrying out the above duties, I authorize further delegation of immediate supervision of these responsibilities to qualified staff under your supervision. Any further delegation of this authority shall be in writing with a copy provided to the Office of the General Counsel and should align authority with effective organizational assignments of responsibility.