

**Ferris State University**

**Delegation of Contract Authority within Board of Trustees Approved Policy**

*Note: Individual listed herein may not delegate the authority granted them to other individuals.*

	<b>Authorized Name</b>	<b>Title</b>	<b>Department</b>	<b>Authorized By</b>	<b>Authorized to Sign</b>	<b>Dated</b>	<b>Expire Date</b>
1.	Angela Roman	Director for Center of Student Leadership & Activities/Career Services	Student Leadership & Activities/Career Services	VP Student Affairs	Entertainment contracts less than \$150,000 for programming associated with Student Organizations.	11/16/2012	Ongoing
2.	Arrick Jackson	Dean	College of Education and Human Services	President	University standard short form and long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	7/1/2016; updated 1/1/2018	Ongoing
3.	Carla Miller	Associate Vice President	Advancement	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP.	1/1/2018	Ongoing
4.	David Damari	Dean	Michigan College of Optometry	President	University standard short form and long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	7/1/2013; updated 1/1/2018	Ongoing

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5.	David Nicol	Dean	College of Business	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within University policies, after consultation with the Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	7/1/2009; updated 1/1/2018	Ongoing
6.	David Pilgrim	Vice President for Diversity and Inclusion	Diversity and Inclusion	President	University standard short form or long form agreements for amounts not to exceed \$20,000, for expenditures within university policies.	1/1/2018	Ongoing
7.	Gheretta Harris	Associate Vice President	Auxiliary Enterprises	VP Admin & Finance	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP.	1/1/2018	Ongoing
8.	Jake Martin	Chief Technology Officer	Information Technology Services	VP Admin & Finance	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP.	1/1/2018	Ongoing
9.	Jason Bentley	Dean	Retention/Student Success	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA.	1/1/2018	Ongoing
10.	Jeanine Ward-Roof	Vice President	Student Affairs	President	University standard short form or long form agreements for amounts not to exceed \$20,000 for expenditures within university policy. Entertainment contracts less than \$150,000 for programming associated with Student Organizations.	2/17/2014; updated 1/1/2018	Ongoing

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11.	Jeremy Mishler	Associate VP for External Relations	University Advancement and Marketing	VP Admin & Finance	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP. Advertising or sponsorship agreements up to \$5,000.	4/14/2016; Updated 1/1/2018, 8/7/2018	Ongoing
12.	John Randle	Manager	Student Employment & Career Services	VP Admin & Finance	Federal Community Service Work Study contracts and schedules up to \$5,000.	11/10/2006	Ongoing
13.	Joy Pufhal	Dean	Student Life	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP. Entertainment contracts less than \$150,000 for programming associated with Student Organizations.	1/1/2018	Ongoing
14.	Karen Huisman	Secretary	Board of Trustees	President	FSU Board of Trustees related expenses and those expenses specifically authorized by the President.	3/8/2013	Ongoing
15.	Kristen Salomonson	Dean	Enrollment Services	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP.	1/1/2018	Ongoing
16.	Kristi Haik	Dean	College of Arts and Sciences	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	7/1/2016; updated 1/1/2018	Ongoing

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17.	Leonard Johnson	Associate Provost for Academic Operations	Academic Affairs	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with Provost/VPAA. Standard Third Party Recruiter (TPR) agreements (agreements with international agents or consultants to recruit students for Ferris in their countries).	7/1/2014; updated 1/1/2018	Ongoing
18.	Lincoln Gibbs	Interim Dean	College of Health Professions	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	8/7/2018	Ongoing
19.	Michael Hughes	Associate Vice President	Physical Plant	VP Admin & Finance	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP. Capital project change orders under \$25,000.	1/1/2011; updated 1/1/2018	Ongoing
20.	Mike Grandy	Associate Vice President	Finance	VP Admin & Finance	University standard short form and long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP. Other contracts for the University up to \$4,999, grants in the absence of the VPA&F, Charter School State aid agreements, and raffle or 50/50 license applications. Merchant services agreements up to \$4,999.	5/25/2015; updated 1/1/2018, 8/7/2018	Ongoing
21.	Miles Postema	Vice President and General Counsel	Governmental Relations and General Counsel	President	University standard short form or long form agreements for amounts not to exceed \$20,000, for expenditures within university policies.	1/1/2018	Ongoing

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22.	Paul Blake	Provost and Vice President for Academic Affairs	Academic Affairs	President	University standard short form or long form agreements for amounts not to exceed \$20,000 for expenditures within university policies. Grant requests not to exceed \$250,000 as long as the grant request does not require a match greater than \$100,000. Academic partnership and articulation agreements after review by General Counsel's Office.	4/6/2015; updated 1/1/2018	Ongoing
23.	Richard Goosen	Interim Dean	College of Engineering Technology	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM. Standard customer contracts where CET is the service provider up to \$50,000.	8/7/2018	Ongoing
24.	Robert (Bob) Murray	Associate Vice President	Advancement	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with divisional VP.	1/1/2018	Ongoing
25.	Roberta Teahen	Associate Provost	Academic Affairs	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA.	1/1/2018	Ongoing
26.	Scott Garrison	Dean	FLITE	President	University standard short form and long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA. Library acquisition related contracts for subscription renewals and acquisitions up to \$50,000.	5/10/2012; updated 1/1/2018	Ongoing

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27.	Shelly Pearcy	Vice President	University Advancement and Marketing	President	University standard short form or long form agreements for amounts not to exceed \$20,000 for expenditures within university policies.	7/31/2002; updated 1/1/2018	Ongoing
28.	Steve Durst	Dean	College of Pharmacy	President	University standard short form or long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM.	10/1/2010; updated 1/1/2018	Ongoing
29.	Steve Reifert	Dean	Extended and International Operations	President	University standard short form and long form agreements for amounts not to exceed \$10,000 for expenditures within university policies, after consultation with the Provost/VPAA. University Standard Affiliation Agreements for the College and non-standard Affiliation Agreements for the College after review by the General Counsel's office or SHERM. Standard customer contracts where EIO is the service provider up to \$50,000. Sign agreements up to \$10,000 that are specifically for educational/event related agreements using grant monies from the Career and Technical Education Grant.	1/1/2018; updated 8/7/2018	Ongoing
30.	Thomas Dowling	Director	Office of Research and Sponsored Programs (ORSP)	President	Grant requests for amounts not to exceed \$250,000 as long as the matching requirements do not exceed \$100,000. This authority does not extend to grant awards.	1/1/2018	Ongoing
31.	All Account Managers		All University Departments	VP Admin & Finance	Facility and banquet contracts signed by appropriate account manager up to \$10K. Such contracts with insurance and/or risk management language should be reviewed in advance by SHERM.	9/1/2009	Ongoing