

November 18, 2019

Julene Miller
General Counsel
Kansas Board of Regents
1000 S. W. Jackson, Suite 520
Topeka, KS 66612-1368

Re: Delegation of Signature Authority for K-State Contracts

Dear Julene,

In accordance with Chapter II(D), Section 11(iv) of the Kansas Board of Regents Policy Manual, please update the authorized signature designees for the execution of contracts on behalf of the University. I have authorized the following designees to have contracting authority for the University:

Ethan Erickson, Chief Financial Officer and Director of Budget Planning
Cindy Bontrager, Vice President, Chief Operating Officer
Fran M. Willbrant, Assistant Vice President of Financial Services
Charles S. Taber, Provost and Executive Vice President
Peter Dorhout, Vice President for Research

I have authorized the following designee to have limited contracting authority for all sponsored project agreements (research, instruction and public service) and associated research and scholarly activity-related agreements, including grants, contracts, cooperative agreements, material transfer agreements, confidentiality agreements, and the like:

Paul R. Lowe, Associate Vice President, Research and Sponsored Programs

I have also authorized the following designees to have limited contracting authority in their respective areas:

Derek Jackson, Director of Housing and Dining Services, Associate Vice President of Student Life – housing, social and education contracts only
Karen Pedersen, Dean, Global Campus –conference and non-credit programs only
Duane Dunn, Associate Dean, Global Campus – conference and non-credit programs only
Lori Goetsch, Dean, Hale Library – library materials and licensing of those materials
Katy Bach, Budget Fiscal Officer, Hale Library – library materials and licensing of those materials
Julie Bell, Systems Administrator – Hale Library contracts regarding web domain Ownership
Todd Holmberg, Executive Director, McCain Auditorium – McCain performance series contracts only
Cathy Oehm, Purchasing Director – purchase of good and services only
Memory Buffington – Director of Financial Operations – purchase of goods and services only

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Contracting authority for goods and services in amounts under \$10,000 per contract per 12-month period has been delegated to departmental designees. Details pertaining to such delegations are on file in the University's Purchasing Office.

I have named the Deans of the Colleges, the Dean of the Graduate School, the Dean of Libraries, the Dean of Global Campus, and the CEO and Vice Provost of K-State Olathe as my designees and as the University's authorized signatories for reappointments for faculty and unclassified employees and for adjunct appointments of previously appointed adjunct faculty, in their respective areas. Furthermore, I have authorized the Provost to make further delegations of signature authority for reappointments for faculty and unclassified employees in units reporting to the Provost. Such delegations may be made only to the Vice Provosts, Associate Provosts and Directors of units reporting to the Provost.

I have named the Vice President for Student Life, the Vice President for Research, the Vice President for Human Capital, the Chief Information Officer, the General Counsel, the Vice President for Communications and Marketing, and the Vice President and Chief Operating Officer, as my designee and as the University authorized signatory for unclassified employee appointments within each of their respective areas.

If you have any questions regarding the above designations, please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "RB Myers", is positioned above the printed name.

Richard B. Myers
President

cc: University General Counsel