

MEMORANDUM

David L. Miller
Chief Financial Officer

TO: Blake Reagan
Matthew Scoggins

FROM: David L. Miller *DSM*

DATE: January 20, 2017

SUBJECT: Signature Approval

This memorandum effective immediately gives James R. Maples, Mark A. Paganelli and Ronald A. Loewen approval to sign the following:

- All UTSA accounts invoices, travel, entertainment, petty cash transactions and timesheets.
- Procurement Card Exceptions
- Fiscal Policy Exceptions
- To approve all Finance and Human Resource documents in IRIS including:
 - Bonus payments, travel exceptions, budget entries, NCJ's over \$250,000 and entertainment exceptions.
- To execute contracts for The University of Tennessee System Administration.
- Requests for access to the Business Warehouse data repository.

This delegation is granted with the understanding that each person will use his discretion to bring to my attention any matters that would require additional consultation and review.

Attached below is an example of their signatures.

James R. Maples

James R. Maples

Ronald A. Loewen

Ronald A. Loewen

Mark A. Paganelli

Mark A. Paganelli

JRM:tlc

- c: Linda Harig
Ron Loewen
Ron Maples
Mark Paganelli
Cindy Stockdale
Rob Chance