

Only Authorized Signatories designated by the URI Board of Trustees may sign Contracts and Other Binding Documents on behalf of the Board and/or the University, and they may only sign a Contract or Other Binding Document after all reviews and approvals have been obtained. For additional information, refer to the [Board of Trustees Policy on the Approval and Execution of Contracts and Other Binding Documents](#).

The following individuals have been designated as Authorized Signatories for the Board and the University:

Chair of the Board of Trustees (authority to execute all contracts and documents approved by the Board of Trustees, unless otherwise ordered by the Board of Trustees)

President (authority to execute any Contract or Other Binding Document that promotes the objectives of the University and/or the Board of Trustees and is consistent with established policies, rules, and regulations)

Vice Presidents (authority to execute any Contract or Other Binding Document within their respective administrative and business units that promotes the objectives of the University and/or the Board of Trustees and is consistent with established policies, rules, and regulations)

Director of Athletics (authority to execute any Contract or Other Binding Document within the Department of Athletics that promotes the objectives of the University and/or the Board of Trustees and is consistent with established policies, rules, and regulations)

General Counsel (authority to execute any Contract or Other Binding Document relating to the provision of legal services or an attorney/client relationship, including attorney/law firm engagement letters, joint representation agreements, common interest agreements, and conflict of interest waivers)

In addition, each Authorized Signatory may delegate their authority using the Delegation of Signature Authority form available from the OGC, subject to the following:

- Delegations relate solely to the authority provided by the Board to sign certain Contracts and Other Binding Documents and remain subject to all review and approval requirements established in the [Board's Policy](#).
- Any purported delegations not on the Delegation of Signature Authority form are invalid.
- Sub-delegations are not allowed.
- Delegations are tied to specified positions. If an individual ceases their employment with the University or ceases to hold the specified position title, the delegation will terminate.

Current delegations of signature authority are set out in the following table:

| Authorized Signatory | Delegate(s) | Scope of Delegated Authority |
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| Provost/Executive Vice President for Academic Affairs | Associate Deans and Area Coordinators | Appointment letters for part-time faculty. |
| | College and Graduate School Dean | Contracts and agreements concerning academic and clinical affiliation/placement. Purchase of goods and/or services of less than \$50,000 within their units. |
| | Dean and Interim Dean | <p>Offer/appointment/start-up letters for faculty within own college following written approval by the Provost or Vice Provost for Academic Personnel.</p> <p>Offer/appointment letters for associate deans, provided also signed by the Provost.</p> <p>Appointment letters for part-time faculty, when necessary.</p> <p>For contracts and agreements concerning academic and clinical affiliation/placement and purchase of goods and/or services of less than \$50,000 within their units. Agreements with international partners or entities, however, must be reviewed by the Vice Provost of Global Initiatives.</p> |
| | Department Chairs | Appointment letters for part-time faculty. |
| | Jeanne Hruska, in their capacity as Chief of Staff and Senior Advisor to the Provost | <p>Contracts for supplies and services essential to the functioning of the Office of the Provost.</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$50,000.</p> |
| | Kristin Johnson, in their capacity as Vice Provost for Global Initiatives | International agreements to include academic and research collaborations. |

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| | | <p>Verification of international visitors of sponsor letters for international scholars, visitors, or programs.</p> <p>Purchases of goods and/or services of less than \$50,000.</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$50,000.</p> |
| | <p>Dean Libutti, in their capacity as Associate Vice President, Enrollment Management & Student Success, Provost for Academic Affairs</p> | <p>Contracts and services related to student recruitment, yield, onboarding and orientation and student success.</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$50,000.</p> |
| | <p>John Olerio, in their capacity as Executive Director, Summer/Winter Session Admin.</p> | <p>Offer/appointment letters for Summer Session and J-Term teaching.</p> <p>All programs through OSI.</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total Financial obligation exposure less than \$25,000.</p> |
| | <p>Kim Stack, in their capacity as Executive Director, University College for Academic Success</p> | <p>Approve internships and other experiential opportunities</p> |
| | <p>Vice Chair or Co-Chair</p> | <p>Appointment letters for part-time faculty.</p> |
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| <p>Vice President for Administration and Finance</p> | <p>Assistant Director of Purchasing</p> | <p>Purchase Orders, Purchase Order Change Orders, and Bid Solicitations.</p> |
| | <p>Assistant Purchasing Agent</p> | <p>Purchase Orders, Purchase Order Change Orders, and Bid Solicitations.</p> |

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| | <p>Assistant Vice President, Enterprise Risk Management</p> | <p>Approval of insurance premium payments (the payment binds the University to the offered policy).</p> <p>Approve agreements or other documents necessary to file insurance claims, receive proceeds, and resolve claims.</p> <p>Approve agreements to retain hearing officers and advisors for Title IX matters.</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$250,000.</p> |
| | <p>David Palazetti, in their capacity as Interim Associate Vice President, Facilities Group</p> | <p>1) Contracts relative to physical plant less than \$250,000; 2) Purchase, sale, lease/sublease or license/sublicense of any University interest in real property less than \$100,000; 3) AIA contracts with no cost and AIA contracts with credits, including those \$250,000 and larger, and including AIA B series, G802 and 128 forms under \$250,000; 4) OSP Project Approval Forms over \$10,000 and under \$250,000; and 5) Access Agreements, Helicopter Landing Agreements, and Consent Letters (real estate related).</p> |
| | <p>Associate Vice President, Facilities Group</p> | <p>1) Contracts relative to physical plant less than \$250,000.00, 2) Purchase, sale, lease/sublease, or license/sublicense of any University interest in real property less than \$100,000.00, and 3) AIA</p> |

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| | | contracts with no cost, and AIA contracts with credits including those \$250,000.00 and larger. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$250,000. |
| | Assistant Vice President, Financial Operations and Controller | Payroll Advances, Student Loan <\$5K, Unclaimed Property. |
| | Assistant Vice President, Public Safety and Chief of Police | MOUs for Emergency Mutual Aid, and MOUs for Non-Emergency Mutual Aid. |
| | Assistant Vice President, Strategic Procurement | Purchase Orders, Purchase Order Change Orders, and Bid Solicitations. |
| | Chief Information Officer | Authority to sign contracts for, or relating to, the purchase of IT hardware or software and/or IT services less than \$250,000.00. This includes Non-Disclosure Agreements (NDAs) relating to IT based contracts and services less than \$250,000.00. |
| | Coordinator, Strategic Purchasing | Purchase Orders, Purchase Order Change Orders, and Bid Solicitations. |
| | Director, Test Services | Testing bids |
| | Angela Miller, in their capacity as Assistant Vice President, Financial Operations and Controller | Signature authority given to the Vice President for Administration and Finance as noted in the Board of Trustees Policy on Approval and Execution of Contracts and Other Binding Documents for the period 7/14/2025 through 7/23/2025. |
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| Vice President for Research and Economic Development | Associate Director, Post-Award | Research contracts, subaward agreements, grants documents, and cooperative agreements. |

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| | Associate Director, Pre-Award, Office of Sponsored Projects | Research contractual agreements, research contracts, subaward agreements, grants documents, and cooperative agreements. |
| | Associate Vice President, Research Administration | Research Contractual Agreements. |
| | Co-Executive Director, Ryan Institute | To authorize purchases of goods and services of \$50,000 or less. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than \$50,000. |
| | Manager, Small Boats Program | Crewed Charter Agreements |
| | Director, IP Legal | IP related agreements to include NDA, MTA, IIA, and documentation related to the prosecution and maintenance of IP (including documentation requested by IP counsel for those purposes). |
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| Vice President for Student Affairs | Jodi Hawkins, in their capacity of Director, Campus Recreation | Internal Student Organizational Contracts for use of Recreational Space/Facilities involving a total financial obligation or exposure of \$5,000 or less and a duration that does not exceed one year. |
| | Thomas Cooley, in their capacity as Associate Vice President, Student Affairs and Campus | Contracts for supplies and services essential to the functioning of Housing and Residential Life, Dining Services, and Conference Services. Authority is limited to Contracts and Other Binding Documents involving a total exposure less than \$100,000. |
| Vice President for Community, Equity & Diversity | Assistant Vice President for Community, Equity & Diversity | Contracts and agreements for guest speakers and performing artists. |

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| | | Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than \$1,000. |
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| Director of Athletics | Trish Casey, in their capacity of Chief Business Officer Athletics | <p>Authority to sign "Hotel Contracts, Game Contracts, and Charter Flight Contracts" less than \$50,000 effective 11/5/026-6/30/2026</p> <p>Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than \$50,000.</p> |
| | Associate Athletic Director | <p>Delegation authority to sign "Contests (Game) Contracts" less than \$25,000, effective 11/05/2025-6/30/2026</p> <p>Delegation to sign "Contests (Game) contracts, Hotel Contracts" less than \$25,000, effective 11/05/2025-6/30/2026</p> |