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
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	Offer/appointment/start-up letters for faculty within own college following written approval by the Provost or Vice Provost for Academic Personnel. Offer/appointment letters for associate deans, provided also signed by the Provost. Appointment letters for part-time faculty, when necessary. 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.
	Judy Beckman, in their capacity as Interim Dean, College of Business	Offer/appointment/start-up letters for faculty within own college following written approval by the Provost or Vice Provost for Academic Resource Management. Offer/appointment letters for associate deans, provided also signed by the Provost. Appointment letters for part-time faculty, when necessary. 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. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than $50,000.
	Brian Keith, in their capacity as University Librarian	Offer/appointment/start-up letters for faculty within own college following written approval by the Provost or Vice Provost for Academic Resource Management. Offer/appointment letters for associate deans, provided also signed by the Provost. Appointment letters for part-time faculty, when necessary. 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. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than $50,000.
	Pamela Swett, in their capacity as Dean, College of Arts and Sciences	Offer appointment/start-up letters for faculty within own college following written approval by the Provost of Vice Provost for Academic Resource Management

		Offer/appointment letters for associate deans, provided to and signed by the Provost Appointment letter for part-time faculty, when necessary 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. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than $50,000.
	Department Chairs	Appointment letters for part-time faculty.
	Jeanne Hruska, in their capacity as Chief of Staff and Senior Advisor to the Provost	Contracts for supplies and services essential to the functioning of the Office of the Provost. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than $50,000.
	Kristin Johnson, in their capacity as Vice Provost for Global Initiatives	International agreements to include academic and research collaborations. Verification of international visitors of sponsor letters for international scholars, visitors, or programs. Purchases of goods and/or services of less than $50,000. Authority is limited to Contracts and Other Binding Documents involving a total financial

		obligation exposure less than $50,000.
	Dean Libutti, in their capacity as Associate Vice President, Enrollment Management & Student Success, Provost for Academic Affairs	Contracts and services related to student recruitment, yield, onboarding and orientation and student success. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than $50,000.
	John Olerio, in their capacity as Executive Director, Summer/Winter Session Admin.	Offer/appointment letters for Summer Session and J-Term teaching. All programs through OSI. Authority is limited to Contracts and Other Binding Documents involving a total Financial obligation exposure less than $25,000.
	Kim Stack, in their capacity as Executive Director, University College for Academic Success	Approve internships and other experiential opportunities
	Vice Chair or Co-Chair	Appointment letters for part-time faculty.
Vice President for Administration and Finance	Assistant Director of Purchasing	Purchase Orders, Purchase Order Change Orders, and Bid Solicitations.
	Assistant Purchasing Agent	Purchase Orders, Purchase Order Change Orders, and Bid Solicitations.
	Assistant Vice President, Enterprise Risk Management	Approval of insurance premium payments (the payment binds the University to the offered policy). Approve agreements or other documents necessary to file insurance claims, receive proceeds, and resolve claims.

		Approve agreements to retain hearing officers and advisors for Title IX matters. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation exposure less than $250,000.
	Associate Vice President, Facilities Group	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).
	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
Vice President for Research and Economic Development	Associate Director, Post-Award	Research contracts, subaward agreements, grants documents, and cooperative agreements.
	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, Research Integrity	Research Contractual 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).
	Associate Vice President Economic Development, Innovation & Entrepreneurship	Research Contractual Agreements; IP related agreements to include NDA, MTA, any documentation related to the prosecution and maintenance of IP (including any documentation as may be requested by State approved IP counsel for those purposes).

	Lisa DeProspo Philo, Director, URI NEMO Program	Solely for work under the project "Understanding PFAS in RI Waters: Emerging Contaminants Grant Program": Property Access Agreements on the approved template.
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. Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than $1,000.
Director of Athletics	Trish Casey, in their capacity of Chief Business Officer Athletics	Authority to sign “Hotel Contracts, Game Contracts, and Charter Flight Conracts” less than $50,000 effective 11/5/026-6/30/2026 Authority is limited to Contracts and Other Binding Documents involving a total financial obligation or exposure less than $50,000.
	Associate Athletic Director	Delegation authority to sign “Contests (Game) Contracts” less

		than $25,000, effective 11/05/2025-6/30/2026 Delegation to sign “Contests (Game) contracts, Hotel Contracts” less than $25,000, effective 11/05/2025-6/30/2026