

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
Director of Athletics	All individuals holding the title of Associate Athletic Director	Contests (Game) contracts of \$25,000 or less
	Patricia Testa, in their capacity as Associate Athletic Director, Business and Personnel	Hotel Contracts of \$25,000 or less Contests (Game) Contracts of \$25,000 or less Charter Flight Contracts of \$25,000 or less
Provost/Executive Vice President for Academic Affairs	All individuals holding the title of Dean	Offer/appointment/start-up letters for faculty within own college (following written approval by the Provost of 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
	All individuals holding the title of College and Graduate School Dean	Contracts and agreements concerning academic and clinical affiliation/placement Purchases of goods and/or services of less than \$50,000 within their units
	All individuals holding the title of Associate Dean	Appointment letters for part-time faculty
	All individuals holding the title of Chair, Vice Chair, or Co-Chair	Appointment letters for part-time faculty
	All individuals holding the title of Director	Appointment letters for part-time faculty
	All individuals holding the title of Area Coordinator	Appointment letters for part-time faculty
	Deborah Riebe, in their capacity as Interim, Dean, College of Health Sciences	URI Speech and Hearing Center/Clinic: NPI# 1497850499 & URI Physical Therapy Clinic NPI# 1760549430 Legally and financially bind the employer to the laws, regulations, and program instructions

		<p>(compliance) as established by the Centers for Medicare and Medicaid Services.</p> <p>Conduct business on behalf of the organization which includes processing of medical claims, to attest and sign. Initiate or accept surrogacy connections and manage staff on behalf of the organization.</p> <p>Responsible for revalidating the organization's Medicare enrollment record.</p>
	Kristin Johnson, in their capacity as Vice Provost for Global Initiatives	<p>International agreements to include academic and research collaborations.</p> <p>Verification of international visitors or sponsor letters for international scholars, visitors, or programs.</p>
	Kimberly A. Stack, in their capacity as Executive Director, University College for Academic Success	Approve internships and other experiential opportunities.
	Dean Libutti, in their capacity as Associate Vice President, Enrollment Management and Provost for Academic Affairs	Contracts and services related to student recruitment, yield, onboarding and orientation and student success
Vice President for Administration and Finance	Kristen Bellotti, in their capacity as Assistant Purchasing Agent	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p> <p>Bid Solicitations</p>
	Karl Calvo, in their capacity as Assistant Vice President, Facilities Group	<p>Contracts relative to physical plant less than \$250,000</p> <p>Purchase, sale, lease/sublease, or license/sublicense of any University interest in real property less than \$100,000</p>
	Mary-Starr Carpenter, in their capacity as Coordinator, Purchasing	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p> <p>Bid Solicitations</p>

	Anne Marie Coleman, in their capacity as Assistant Vice President, Human Resources Administration	<p>Appointment letters and employment contracts for non-faculty employees</p> <p>Employment-related settlement agreements less than \$100,000</p> <p>Employment-related documents for H1-B and PERM (Green Card, EB-1, EB1-A, permanent) status for employees</p> <p>Collective bargaining agreements</p>
	Michael Jagoda, in their capacity as Director of Public Safety and Chief of Police	<p>MOUs for Emergency Mutual Aid</p> <p>MOUs for Non-Emergency Mutual Aid</p>
	Laura Kenerson, in their capacity as Director of Personnel Services	<p>Employment-related documents for H1-B and PERM (Green Card, EB-1, EB1-A, permanent) status of employees</p> <p>Employee employment-related immigration documents</p>
	Kara Larsen, in their capacity as AVP, Enterprise Risk Management	Insurance premium payments (the payment binds the University to the offered policy)
	Deb Lee, in their capacity as Assistant Purchasing Agent	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p> <p>Bid Solicitations</p>
	Camely Machado, in their capacity as Assistant Director of Purchasing	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p> <p>Bid Solicitations</p>
	Angela Miller, in their capacity as Assistant Vice President, Financial Operations and Controller	<p>Accounts payable</p> <p>Payroll advance</p> <p>Student loans less than \$5,000</p> <p>Unclaimed property</p>
	Joseph Scott O'Rourke, in their capacity as Purchasing Agent	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p> <p>Bid Solicitations</p>
	Shanyka Soriano, in their capacity as Assistant Purchasing Agent	<p>Purchase Orders</p> <p>Purchase Order Change Orders</p>

		Bid Solicitations
	Andrea Turano, in their capacity as Assistant Purchasing Agent	Purchase Orders Purchase Order Change Orders Bid Solicitations
Vice President for Research and Economic Development	Fathi Abdelsalam, in his capacity as Executive Director, IP and Economic Development	Research contract agreements IP-related agreements, including: NOA, MTA, IIA, 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), option agreements, and license agreements
	Elizabeth A. Buchanan, in their capacity as Associate Vice President, Research Administration	Research contractual agreements
	Brian Caccioppoli, in their capacity as Manager, Small Boats Program	Crewed Charter Agreements
	Sara Clabby, in their capacity as Associate Director, Post-Award	Research contracts Subaward agreements Grants documents Cooperative agreements
	Katherine Hayden, in their capacity as Associate Director, OSP Pre Award	Research contractual agreements, research contracts, subaward agreements, grants documents, and cooperative agreements
	Brian Nath, in their capacity as Director, IP and Commercialization	IP-related agreements, including: NOA, MTA, IIA, 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), option agreements, and license agreement
	John Robinson, in their capacity as Co-Executive Dir., Ryan Institute	Purchase of goods or services of \$50,000 or less.

	William Van Nostrand, in their capacity as Co-Executive Dir., Ryan Institute	Purchase of goods or services of \$50,000 or less.
Vice President for Student Affairs	Jodi Hawkins, in their capacity as Director, Campus Recreation	Internal Student Organizational Contracts for use of Recreational Space/Fields involving a total financial obligation or exposure of \$5,000 or less and a duration that does not exceed one year