


September 5, 2017

TO: Richard Orr, Vice President and General Counsel  
FR: Susan Herbst, President   
CC: Andrew Agwunobi, C.E.O, UConn Health Executive Vice President for Health Affairs  
RE: Supplement to President's Contract Signing Authority Delegation

The University of Connecticut Board of Trustees' Resolution dated February 18, 2010 ("Resolution") grants the President signing authority for all University contracts. Pursuant to the Resolution, which authorizes the President to delegate such signing authority, I issued the President's Contract Signing Authority Delegation for the UConn Health Center on June 18, 2013 ("President's Delegation").

In accordance with the Resolution and in addition to the President's Delegation, I hereby issue, effective immediately, the following supplement to the President's Delegation. This delegation is in addition to any other authority delegated to the Vice President and General Counsel.

**Scope of Delegation**

The Vice President and General Counsel ("General Counsel") is the chief legal officer of the University. As General Counsel, you are responsible for the coordination and management of all legal issues affecting the University and to advise the Board of Trustees, the President and the University's academic and administrative units on a wide range of legal issues. The General Counsel is also responsible for selecting, contracting, budgeting and managing outside counsel.

The General Counsel currently has the authority to approve and sign contracts for the Storrs campus, the regional campuses, the Law School and the School of Social work – but not UConn Health.

Therefore, the General Counsel shall have the authority to approve and sign contracts, or amendments thereof, invoices and budgets (including project assignments) for legal services regarding UConn Health which do not exceed \$500,000.00.

**Limitations**

1. The authority delegated in this document may not be sub-delegated, except that you may sub-delegate to the Chief Counsel at UConn Health, or its successor in function, the authority to:
  - a. approve and sign contracts, or amendments thereof, for outside counsel legal services regarding UConn Health which do not exceed \$100,000.00;

- b. approve project assignments and budgets for outside counsel legal services regarding UConn Health which do not exceed \$100,000.00; and
  - c. approve individual invoices for outside counsel legal services regarding UConn Health which do not exceed \$50,000.00.
2. A sub-delegation to Chief Counsel must be made in writing.
3. Any authority not conferred in the above scope of delegation remains with the President.
4. To the extent that the scope of any subsequent delegation conflicts with this delegation, the subsequent delegation shall control.

#### **Term of Delegations**

- a. The authority provided by this delegation is made to the position with the current title of "Vice President and General Counsel."
- b. Only the employee serving in this position may exercise the authority provided by this delegation. In the event the position is vacant, the employee serving as the interim Vice President and General Counsel may exercise the authority provided by this delegation.
- c. From time to time a position's title may change but the function remains the same. A change in title does not change this delegation. The authority delegated to the position named in this delegation shall remain in effect for the position's successors in function.
- d. The authority provided to you by this delegation shall automatically be rescinded upon your separation from the University or on the date you cease to serve in the position described in this delegation.
- e. The authority provided by this delegation is effective immediately.

#### **Attachments**

- Exhibit A: The University of Connecticut Board of Trustees' Resolution (February 18, 2010).
- Exhibit B: The President's Contract Signing Authority Delegation for the UConn Health Center (June 18, 2013).
- Exhibit C: The President's Contract Signing Authority Delegations Storrs, Regional Campuses, Law School and School of Social Work (April 30, 2013).