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OFFICE OF
UNIVERSITY COUNSEL

MEMORANDUM OF DELEGATION

COPY

CONTRACT AUTHORITY

TO: Jamie Pollard, Director of Athletics

In Section 681-13.8 of the Iowa Administrative Code, the Board of Regents and the President of ISU have delegated to me as Vice President for Business and Finance authority to sign all contracts for ISU, with certain exceptions, and to further delegate that authority.

Subject to the authority retained by the Board of Regents and the limitations on my authority as set forth in ISU's Contracting Authority Policy (Non-Employment Related), I authorize you to sign the following on behalf of ISU:

1. Athletic trade-out sponsorship contracts
2. Contracts for athletic competitions
3. Agreements for intermittent or short-term use of facilities managed by the Department of Athletics
4. Agreements for intermittent or short-term use of others' facilities for public relations events or practices held by Athletics
5. Agreements for lodging, ground transportation, and meals in connection with away games or in emergency situations so long as Athletics maintains appropriate documentation supporting its selection of the service provider
6. Supplemental agreements setting forth specific terms where such supplemental agreements: (a) are subject to a master agreement that has been reviewed and approved by the Purchasing Department; (b) state that the terms of the master agreement shall control if the supplement agreements contain terms inconsistent with the master agreement; and (c) relate to transportation and meals
7. Agreements for the appearance of ISU's spirit squads and mascot at events and functions

I further authorize you to re-delegate your authority.

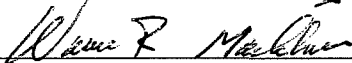
Your authority is limited as follows:

1. You may not sign any athletic trade-out sponsorship contracts requiring an ISU cash expenditure that exceeds the limits applicable to the ISU Purchasing Card Program.
2. You may not sign any athletic competition contracts that are broker or promoter agreements unless such contracts have been reviewed by the Office of University Counsel.
3. You may not sign any contract for short-term use of ISU facilities that has a term longer than one month.

4. You may not sign any agreement for intermittent or short-term use of others' facilities unless such contracts have been reviewed by the Purchasing Department or the Office of University Counsel. The foregoing does not apply to away game lodging and emergency lodging.
5. You may not sign any agreement for air travel or ground transportation to the site of away games. The foregoing does not apply to ground transportation at the location of the away game.
6. You may not sign any contract for use of ISU facilities that commits ISU to an expenditure of \$100,000 or more.
7. You may not sign any contract where I have determined that unusual circumstances exist requiring the attention of the Board of Regents.

This delegation supersedes the delegation I issued to you on May 17, 2009 and shall be effective so long as you remain in your position as Director of the Department of Athletics, unless revoked sooner by the President of Iowa State University, by me, or by my successor.

Signed this 19 day of July, 2011



Warren R. Madden

Vice President for Business and Finance

Send copies of completed delegations to:
Office of University Counsel
Assistant Vice President for Business Services