

MEMORANDUM OF DELEGATION
CONTRACT AUTHORITY

TO: Amanda Knief, Director of Lectures Program

In Section 681-13.8 of the Iowa Administrative Code, the Board of Regents and the President of ISU have delegated to me as the Senior Vice President for Finance and University Services 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 and/or issue purchase orders on behalf of ISU:

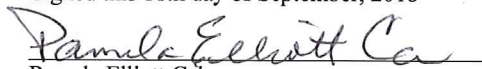
1. Agreements for speakers and other performers to appear at ISU

Your authority is limited as follows:

1. You may not sign any contract where I have determined that unusual circumstances exist requiring the attention of the Board of Regents.
2. You may not commit ISU to a fund expenditure of \$40,000 or more for any one transaction.
3. You do not have authority to re-delegate this authority.

This delegation shall be effective so long as you remain in your position as Director of Lectures Program, unless revoked sooner by the President of Iowa State University, by me or by my successor.

Signed this 11th day of September, 2018



Pamela Elliott Cain

Interim Senior Vice President for Finance and University Services

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