



	Less than \$5,000 over the entire term	Less than \$5,000 over the entire term (Alternate)	Less than \$25,000 over the entire term	Less than \$25,000 over the entire term (Alternate)	Less than \$100,000 over the entire term	Less than \$100,000 over the entire term (Alternate)	Contracts between \$100,000-\$1,000,000 over the entire term	Contracts between \$100,000-\$1,000,000 over the entire term (Alternate)	In excess of \$1,000,000 over the entire term but less than \$1,000,000 per annum	In excess of \$1,000,000 over the entire term but less than \$1,000,000 per annum (Alternate)	In excess of \$1,000,000 per annum (BOR approval required unless detailed below)	In excess of \$1,000,000 per annum (Alternate) (BOR approval required unless detailed below)
Contracts, Letter Agreements, Cooperative Agreements, MOU's, Interagency Contracts, Licenses, Leases, & Permits	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec	Noel Sloan
Amendments, Change Orders, or Renewals of Existing Contracts	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec (BOR notice)	Noel Sloan (BOR notice)
Purchase Orders and Other Purchasing Documentation (Approval)	TTU Strategic Acquisition Staff	TTU Strategic Acquisition Staff	Jennifer Adling or Nancy Cartwright	Joshua Deleon or Lauren Barta	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright
Consulting Contracts (See BOR policy)	Jennifer Adling	Noel Sloan	Jennifer Adling	Noel Sloan	Noel Sloan	James Mauldin	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec	Noel Sloan
Repair and Renovation Projects (BOR approval required for projects in excess of \$4,000,000)	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	N/A	N/A
Architectural and Engineering Contracts	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec	Noel Sloan
Purchase or Sale of Real Property (BOR approval required for all)	Lawrence Schovanec											
Lease of Space or Land (BOR approval required if the commitment exceeds four years)	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec	Noel Sloan
Football Game Contracts (BOR approval is delegated to President)	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Noel Sloan	James Mauldin	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec	Lawrence Schovanec
Contracts related to the Research Park, Pantex and Dual Credit	Noel Sloan	Noel Sloan	Noel Sloan	Noel Sloan	Noel Sloan	Noel Sloan	Noel Sloan	Noel Sloan	Lawrence Schovanec	Noel Sloan	Lawrence Schovanec (BOR approval)	Lawrence Schovanec (BOR approval)
Office of International Affairs MOU's for Articulation and International Partnerships	Lawrence Schovanec											
Research Commercialization Contracts	Noel Sloan											

**\*\* Office of General Counsel reviews all contracts in compliance with TTU System Regulation 07.03**

**\*\* All TTU/TTUS contracts must be reviewed by the Contract Management Office or the Office of General Counsel**

**(does not apply to sponsored project proposals and related agreements, commercial technology agreements, and investment manager contracts).**



	Less than \$5,000 over the entire term	Less than \$5,000 over the entire term (Alternate)	Less than \$25,000 over the entire term	Less than \$25,000 over the entire term (Alternate)	Less than \$100,000 over the entire term	Less than \$100,000 over the entire term (Alternate)	Contracts between \$100,000-\$1,000,000 over the entire term	Contracts between \$100,000-\$1,000,000 over the entire term (Alternate)	In excess of \$1,000,000 over the entire term but less than \$1,000,000 per annum	In excess of \$1,000,000 over the entire term but less than \$1,000,000 per annum (Alternate)	In excess of \$1,000,000 per annum (BOR approval required unless detailed below)	In excess of \$1,000,000 per annum (Alternate) (BOR approval required unless detailed below)
Contracts, Letter Agreements, Cooperative Agreements, MOU's, Interagency Contracts, Licenses, Leases, and Permits	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	James Mauldin	Celle Hillis	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin
Amendments, Change Orders, or Renewals of Existing Contracts	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	James Mauldin	Celle Hillis	Tedd Mitchell	James Mauldin	Tedd Mitchell (BOR notice)	James Mauldin (BOR notification required)
Purchase Orders and Other Purchasing Documentation	TTU Strategic Acquisition Staff	TTU Strategic Acquisition Staff	Jennifer Adling or Nancy Cartwright	Joshua Deleon or Lauren Barta	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright	Jennifer Adling	Joshua Deleon or Nancy Cartwright
Consulting Contracts	Jennifer Adling (BOR notice required)	James Mauldin (BOR notice required)	Jennifer Adling (BOR notice required)	James Mauldin (BOR notice required)	James Mauldin (BOR approval required)	Celle Hillis (BOR approval required)	James Mauldin (BOR approval required)	Celle Hillis (BOR approval required)	Tedd Mitchell (BOR approval required)	James Mauldin (BOR approval required)	Tedd Mitchell (BOR approval required)	James Mauldin (BOR approval required)
Repair and Renovation Projects	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	James Mauldin	Celle Hillis	Tedd Mitchell (BOR approval required for projects in excess of \$4M)	James Mauldin (BOR approval required for projects in excess of \$4M)	N/A	N/A
Architectural and Engineering Agreements	James Mauldin	Celle Hillis	James Mauldin	Celle Hillis	James Mauldin	Celle Hillis	James Mauldin	Celle Hillis	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin
Purchase or Sale of Real Property (BOR approval required on all)	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin
Lease of Space or Land	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	Jennifer Adling	Joshua Deleon	James Mauldin	Celle Hillis	Tedd Mitchell	James Mauldin	Tedd Mitchell	James Mauldin
Investment Manager Contracts	See Regents' Rules and BOR minutes											

**\*\* Office of General Counsel reviews all contracts in compliance with TTU System Regulation 07.03**

**\*\* All TTU contracts must be reviewed by the Contract Management Office or the Office of General Counsel**

**(does not apply to sponsored project proposals and related agreements, commercial technology agreements, and investment manager contracts).**



Name	Position	Procurement Approval Authority
Jennifer Adling	Chief Procurement Officer and Assistant Vice President	Reviews purchase orders in excess of \$100,000 after approval of Strategic Acquisition staff
Josh Deleon	Managing Director	All
Nancy Cartwright	Assistant Managing Director	All
Lauren Barta	Project Manager	All
Andrew Jaco	Project Manager	All
Crystal Lopez	Strategic Sourcing Admin	Up to \$5,000
Miranda Ramos	Strategic Sourcing Admin	Up to \$5,000
Alleigh Perry	Strategic Sourcing Admin	Up to \$5,000
Kathy Fanning	Section Coordinator	Up to \$5,000
Jaydon Furtick	Section Coordinator	Up to \$5,000
Roland Gonzales	Acquisition Analyst	Up to \$5,000
Eric Henegar	Acquisition Analyst	Up to \$5,000
Wes Leake	Acquisition Analyst	Up to \$5,000



Name	Position	Contract Review/Approval Authority
Jennifer Adling	Chief Procurement Officer and Assistant Vice President	Reviews higher-risk contracts after review by Contract Management Staff
Josh Deleon	Managing Director	Reviews low-risk contracts after review by Contract Management Staff
Holley McDaniel, J.D.	Assistant Managing Director	Reviews contracts for legal compliance. Drafts and negotiates contracts. Assists with developing and reviewing templates and contracts.
Caroline Jones, J.D.	Project Manager – Contract Compliance	Reviews contracts for legal compliance. Drafts and negotiates contracts. Drafts and negotiates contracts. Assists with developing and reviewing templates and contracts.
Jessica Russell	Project Manager	Reviews low-risk contracts. negotiates contracts. Manages contract renewals. Assists with developing and reviewing templates and low-risk contracts.
Emily Davis	Section Coordinator	Reviews contracts and assists with negotiating required changes.
Hannah Vest	Section Coordinator	Reviews contracts and assists with negotiating required changes.
Adriana Garza	Section Coordinator	Reviews contracts and assists with negotiating required changes.

**\*\* Office of General Counsel reviews all contracts with a value greater than the amount stipulated in the TTUS System Regulations**