

Department	Area w/in Department	Individual / Preferred Signature	Title	Authority Granted
Academic Affairs	All	Heather Hulburt Norris	Provost & Executive Vice Chancellor	May sign anything for AA.
	Independent Personal Service, Guest Speaker, and Educational Course Development Template Agreements and any other contracts for Academic Affairs that route through TCM.	Talana J. Bell	Chief Financial Officer for Academic Affairs	All agreements/contracts in the TCM system including third party agreement & all templates for AA. No financial limits. All NTT Faculty Contracts and all Summer, Distance Education, and App State Online (ASO) Faculty contracts.
	Office of Research and Office of Student Research	Ece Karatan	Vice Provost for Research	Any documents for Office of Research or Student Research, and grants. No financial limits.
		Charna Howson	Director of the Office of Research	Any documents for Office of Research or Student Research, and grants. No financial limits.
	Information Technology Services	Tom Van Gilder	Interim Associate Vice Chancellor and Chief Information Officer	Any ITS contracts for the following: (1) Purchase of new software; (2) IT License Agreements; (3) Website Agreements; (4) Data Transfer Agreements; (5) IT Software Services/Maintenance Agreements; and (6) any other contractual documents related to the operations of ITS. No financial limits.
Appalachian State University Foundation, Inc.	All	Jane Barghothi	President	All. No financial limits.
Athletics	All	Douglas Gillin	Athletics Director	May sign any agreements; is required to sign any contract at \$10,000 or more.

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Athletics	All	Jonathan B. Reeder	Executive Associate Athletics Director/CFO	Any agreements up to a value of \$10,000 and all game agreements, except Football and Men's Basketball.
	Men's and Women's Golf and Cheerleading	Spencer Bridges	Associate Athletics Director for Marketing	Hotel Agreements ONLY
	Field Hockey	Jon Mitchell	Senior Associate Athletics Director for Student Athlete Health	Hotel Agreements ONLY
Finance and Operations	All	Daniel Layzell	Vice Chancellor for Finance and Operations	All. No financial limits.
	Conference and Event Services	Frances Keel	Director of Conference and Event Services	All contracts for Conference and Event Services. No financial limits.
	All	Sharon Bell	Associate Vice Chancellor for Finance and Administration	Vendor Credit Applications and Direct Deposit Enrollment. CP30-Dual Enrollment Forms
	Controller's Office	David Jamison	University Controller	Vendor Credit Applications and Direct Deposit Enrollment Forms CP30-Dual Enrollment Forms
	Materials Management/Purchasing	Chad Hicks	Director of Materials Management	Vendor Credit Applications and Direct Deposit Enrollment Forms.
	Human Resources	Daniel Layzell	Vice Chancellor for Finance and Operations	All. No financial limits.

Chancellor's Office	All	Sheri Everts	Chancellor	All. No financial limits. All Academy at Middle Fork Contracts and Records
	In Chancellor's absence all; Turchin/Schaefer and Communications	Hank T. Foreman	Vice Chancellor and Chief of Staff	All. No financial limits.
	Turchin/Schaefer Center	Denise Ringler	Director of Arts and Cultural Programs/ Resources	All agreements, other than HR, up to \$75,000.
	University Communications	Megan Hayes	Associate Vice Chancellor and Chief Communications Officer	All financial documents and contracts documentation for UComm up to \$25,000.
Division of Institutional Integrity	All (and direct reports as listed)	Paul Meggett	General Counsel	All. No financial limits. And Settlement Agreements on behalf of University up to a value of \$50,000.
Includes: Office of General Counsel, Enterprise Risk Management, Office of Title IX Compliance, Clery Compliance, Office of Disability Resources, and Internal Audit.				
	Enterprise Risk Management	Boris Salvador Maldonado	Enterprise Risk Manager	Insurance forms, applications, claim forms and other insurance related documentation
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Student Affairs	All	JJ Brown	Vice Chancellor for Student Affairs	All. No financial limits.

	All	Matthew Dull	Associate Vice Chancellor for Student Affairs	All. No financial limits. (interchangeable with VC for SA).
University Advancement	All	Jane Barghothi	Vice Chancellor for University Advancement	All. No financial limits.