



VICE PRESIDENT AND CHIEF FINANCIAL OFFICER FOR THE UNIVERSITY

February 1, 2023

Barbara Weiss  
Senior Associate Vice President for Finance

David Kosslow  
Assistant Vice President for Finance

Cathy Sampey-Barber  
Assistant Director of Treasury Operations

Robin Schaffer  
Debt Manager, Treasury Operations

Re: Sub-Delegation of Authority for Investments, Bank Accounts, and Debts

Dear Barbara, David, Cathy, and Robin:

Pursuant to the Sub-Delegation of Authority signed and dated February 1, 2023, by James Robert Alsop, Vice President for Strategic Initiatives (“Original Sub-Delegation”), I hereby sub-delegate to each of you, and the successors to you in your current positions, the authority to act on behalf of the University to approve and sign documents relating to the University’s investments, bank accounts, and debts, as allowed by Statute and/or West Virginia University Board of Governors Finance and Administration Rule 5.1. In the exercise of such delegated authority, you are required to exercise sound management of the University’s investments and to engage the WVU Investment Committee, Vice President for Strategic Initiatives, and Vice President and Chief Financial Officer, when appropriate.

Notwithstanding the foregoing, any and all contractual documents signed in reliance of this written delegation shall be reviewed and approved by the General Counsel or designee in advance of signing. Additionally, you are required to comply with all West Virginia University Board of Governors (“BOG”) Rules and policies, including BOG Governance Rule 1.4 – *Ethics, Conflicts of Interest, and Outside Consulting Arrangements* and are responsible for disclosing any potential conflicts of interest. Furthermore, all agreements must be routed to the appropriate administrative units in advance of signing, including but not limited to, Procurement, Contracting, and Payment Services; Information Technology Services; Finance; and/or the Office of Sponsored Programs, if applicable. For avoidance of doubt, all contracts related to the purchase of goods or services must be signed by an official from Procurement, Contracting, and Payment Services, unless otherwise approved by the General Counsel’s Office.

This sub-delegation will continue until such time as the Original Sub-Delegation is revoked; or the President of West Virginia University, I, or my successor, deem this sub-delegation revoked and notify you of such revocation in writing.

Sincerely,  
*Paula Congelio*  
Paula Congelio  
Vice President and Chief Financial Officer

xc: General Counsel  
James Robert Alsop, Vice President for Strategic Initiatives

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