

February 1, 2023

Keith Pyles, Jr.
Assistant Director, Transportation Services
West Virginia University

Re: Delegation of Authority

Dear Keith:

As President of West Virginia University and pursuant to West Virginia University Board of Governors (“BOG”) Finance and Administration Rule 5.1 – *Authorizations and Delegations of Authority for Financial and Administrative Matters* & BOG Finance and Administration Rule 5.7 – Regulation of Parking, Transportation, and Fleet, I hereby continue your delegation to be West Virginia University’s (“University”) designee for fleet approvals with the West Virginia Office of Fleet Management.

Notwithstanding the foregoing, any and all 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 WVU 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.

In the exercise of the authority outlined above, you shall provide professional, executive, supervisory and general administrative services, as appropriate, and provide regular updates to me or my successor. This delegation supersedes and replaces all prior delegations and shall continue to remain in full effect until such time as it is revoked or replaced, in writing, by me or my successor.

Cordially,


E. Gordon Gee
President

xc: General Counsel