

October 23, 2024

Myisha Robinson, MBA
Executive Assistant to the Campus President
West Virginia University Institute of Technology

Re: Sub-Delegation of Authority

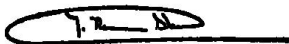
Dear Mrs. Robinson:

Pursuant to the Delegation of Authority signed and dated February 1, 2023, by Maryanne Reed (“Original Delegation”), I hereby sub-delegate to you the authority to approve and sign all documents and authorizations necessary to carry out the provisions of Section 4 *Alcoholic Beverages* of BOG Finance and Administration Rule 5.5 – *Use of University Facilities* at West Virginia University Institute of Technology (“WVU Tech”). This delegation includes, but is not limited to, signing and issuing approvals to serve alcohol and other documents necessary to authorize the possession and serving of alcoholic beverages at WVU Tech facilities pursuant to BOG Rule 5.5, Section 4.1.3.

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.

Best wishes,



T. Ramon Stuart, Ph.D.
Campus President

cc: General Counsel
President E. Gordon Gee