

February 1, 2023

Ted Svehlik
Associate Vice President, Auxiliary and Business Services

Re: Sub-Delegation of Authority

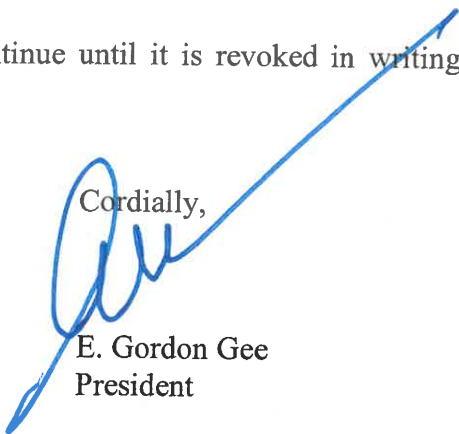
Dear Ted:

As President of West Virginia University and pursuant to West Virginia University Board of Governors (“BOG”) Finance and Administration Rule 5.9 – *Procurement* and Board of Governors Finance and Administration Rule 5.1 – *Authorizations and Delegations of Authority for Financial and Administrative Matters*, I hereby delegate to you, in the event that a personal conflict of interest arises rendering Jeffrey Pratt unable to sign a document, the authority to approve and sign documents necessary for the purchase or acquisition of all materials, supplies, equipment, services, and printing; leases and lease-purchases and receiving, as may be required by the University.

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. In the exercise of this authority, you shall provide professional, executive, supervisory and general administrative services, as appropriate, and provide regular updates to me or my successor. Furthermore, in exercising the authority granted herein, responsibility for ensuring institutional compliance with the West Virginia Code and the West Virginia University Board of Governors’ rules and policies shall rest with and be your responsibility.

This delegation of authority will continue until it is revoked in writing by me or my successor.

Cordially,


E. Gordon Gee
President

cc: General Counsel
Jeffrey Pratt