

December 1, 2023

Paula Congelio  
Vice President & Chief Financial Officer  
West Virginia University

Re: Delegation of Authority

Dear Paula:

As President of West Virginia University and pursuant to the West Virginia University Board of Governors (“BOG”) Finance and Administration Rules, I hereby continue your authorization to sign, authorize, and endorse any document relating to your appointment as Vice President and Chief Financial Officer, and to be the University’s authorized designee who may approve and sign documents related to the day-to-day management of the financial and administrative affairs and operations of the University and to effect actions of the BOG.

Additionally, you are authorized to take actions below any thresholds established for BOG authorization and to approve and sign contracts relating to real property; legal settlement agreements; documents relating to the University’s investments, bank accounts, and debts; and all other documents and agreements necessary for the advancement of the goals and objectives of West Virginia University.

Furthermore, the Vice President and Chief Financial Officer may sub-delegate the authority authorized herein. Notwithstanding the foregoing, any and all real estate or contractual documents signed in reliance of this delegation or sub-delegations shall be reviewed and approved by the General Counsel or designee. 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.

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 shall remain in effect for successors to your role as Vice President and Chief Financial Officer. 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

cc: General Counsel