

October 26, 2017

TO:

President's Cabinet

From:

Ora Hirsch Pescovitz

President

RE:

Purchasing Commitment Authority

Value of Purchase	СТ	AP/IC	Academic	Executive
\$5K	C6 and below			
\$10K	C7 and above	K-M	Instructors	
\$20K		N-P		
\$30K		Q-R	Professors	
\$40K			Chairs	
\$50K		S-W	Academic Administrators	
\$75K			Deans	
\$200K				Vice Presidents
\$350K				Senior Vice President for Academic Affairs and Provost Vice President for Finance and Administration Chief Operating Officer
\$1M, with \$500K reported to the Board				President
>\$1M				Board of Trustees

Executives are approved to spend Auxiliary budget beyond the approved expense totals for Auxiliary operations under their management, but only to the extent of their individual spending authority and only to the extent that the Auxiliaries' forecasted year end fund balance is not compromised.

To determine spending authority for employee classifications not represented above, please contact the AVP Controller's Office.