




Finance and Administration  
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March 6, 2009

TO: George Pernsteiner, Chancellor  
Oregon University System

FROM:   
Mark McCambridge  
Vice President, Finance and Administration

SUBJECT: INSTITUTION CONTRACT OFFICERS

The following list identifies individuals at Oregon State University (OSU) who have authority to sign on behalf of the Institution. This memo is in response to the requirement of OSSHE Contracting, Leasing and Licensing Manual, pages 1-2, paragraph 6. Authority of the contract officers listed below is effective immediately:

Edward J. Ray, President	All Contracts
Sabah Randhawa, Provost and Executive Vice President	All Contracts
Mark McCambridge, Vice President, Finance and Administration	All Contracts
Nancy Heiligman, Associate Vice President, Finance and Administration	All Contracts
Brian Thorsness, Director, Business Services	All Contracts
Kelly Kozisek, Procurement & Contracts Manager	All Contracts
Tamara Bronson, Purchasing Supervisor	All Contracts
Vincent Martorello, Director, Facilities Services	Specified Contracts (1)
Donna Thwing, Construction Contracting Supervisor	Specified Contracts (1)
John M. Cassady, Vice President for Research	All Contracts (2)
George R. Holdren, Associate Vice President for Research	All Contracts (2)
Patricia Hawk, Director, Sponsored Programs, VP for Research, Research Office	All Contracts (2)
Lin Reilly, Senior Grant and Contract Officer, Sponsored Programs, VP for Research, Research Office	All Contracts (2)
Karyle Butcher, University Librarian	Specified Contracts (3)
Brian Wall, Director, Technology Transfer, Research Office	Specified Contracts (4)
Mary Phillips, Assistant Director, Technology Transfer, Research Office	Specified Contracts (4)
Clem LaCava, Program Rep. 2, Research Office	Specified Contracts (5)
Melody K. Oldfield, Director, University Marketing	Specified Contracts (6)
<u>The following Business Center Management Positions:</u> Managers; Finance Managers; Accounting Managers; and Finance and Accounting Managers	Specified Contracts (7)
Katie Lanker, Procurement and Contract Services Contract Officer	Specified Contracts (8)

BT:cs  
cc: Contract Officers

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- (1) Design, construction, and consulting contracts as delegated by the OUS Vice Chancellor for Finance and Administration.
- (2) All contracts except specified contracts as in (1).
- (3) Only loan agreements related to the Pauling Collection in the Valley Library.
- (4) Material Transfer, License and Confidentiality Agreements as well as other Agreements and MOU's as delegated by the Vice President for Research.
- (5) Only publicly-funded research grants and contracts and all outgoing subcontracts.
- (6) Only agreements primarily related to permissions for the use of the University's name, images or marks, and for trademark and product licensing agreements.
- (7) Only the following agreements valued under \$100,000: Direct bill and credit applications/agreements; Hotel, catering and charter bus agreements; OSU template Testing Services agreements; Personal Professional Services Contracts that are not justified as a sole/single source; and service/maintenance agreements.
- (8) All contracts except those listed in (1) and (5).