

August 10, 2015

Erin Rice
Director of Operations, International Programs
Washington State University
Bryan Hall 206
Pullman, WA 99164-5121

Dear Ms. Rice:

Pursuant to RCW 28B.10.528, and the authority conferred on me by the WSU Board of Regents, I delegate to you the authority to administer and execute the following contracts on behalf of Washington State University that are related to your duties as the Director of Operations for International Programs, provided that all University policies and procedures and applicable laws in effect at the time of signature have been followed, and that you have attended all training required by the contracts and/or purchasing office:


International agreements and international memoranda of understanding for international programming, events, and educational experiences which are for or supported through the Office of International Programs, including agreements with federal, state, local, and international governments; educational institutions and school districts; and other public or private entities, where the total costs to the University are estimated to be less than \$50,000.

Any agreement for goods or services exceeding the statutory "Direct Buy Limit" (currently \$10,000 but subject to change) must be competitively awarded or sole source justified through Purchasing Services.

This delegation of authority includes the obligation to manage and administer the contracts in accordance with the terms therein and to seek guidance on any particularly sensitive or difficult cases as appropriate, depending on the circumstances. This delegation of authority is effective immediately and will remain in effect as long as you hold the responsibilities associated with the Director of Operations for International Programs, or until revoked by me. By

exercising this authority you acknowledge that you have attended the required training and understand the scope and limitations of your delegation. I know you will use sound judgment in the execution of these responsibilities.

Sincerely,



Daniel J. Bernardo, Ph.D.
Interim President

cc: Attorney General's Office
Finance and Administration
Purchasing Services