



DATE: July 3, 2012

TO: All Administrators, Faculty and Staff
East Stroudsburg University of Pennsylvania

FROM: Marcia G. Welsh, Ph.D.
President

RE: Signatory Authority for Academic Affiliation Agreements, Internship Agreements
and Grants

This memo authorizes the Provost and Vice President for Academic Affairs to sign all affiliation agreements, internship agreements, and grants on behalf of East Stroudsburg University.

Dr. Van A. Reidhead, Provost and Vice President for Academic Affairs, has been delegated with this signatory authority. Neither deans nor faculty members have the authority to sign these agreements on behalf of the University. Anyone who signs agreements on behalf of the University without the express authorization to do so may be held personally responsible for any ramifications that may arise as a result of such agreements.

Please be reminded that it is the President alone who has the authority to sign agreements that bind the University to any rights and obligations unless the President delegates this authority, in writing, to third parties. No one other than the approved designees may sign academic affiliation agreements, internship agreements or grants involving the University.

These designations are made pursuant to Act 57 of 1998 and the Board of Governors Policy 1998-04 and, ultimately, are in the best interest of the University. If you should have any questions regarding this memorandum or require assistance in any matter pending which will necessitate preparation of an academic affiliation agreement, internship agreement or grant, please feel free to contact the Office of the Provost at extension 3539 or the Interim Chief of Staff, Miguel Barbosa, at extension 3545.

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