



*Learning with Purpose*

University Crossing  
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**Julie Chen**  
Chancellor

OFFICE OF THE CHANCELLOR

October 15, 2024

Lisa A. Calise  
Senior Vice President  
Administration & Finance and Treasurer  
University of Massachusetts President's Office

Dear Lisa,

In accordance with the University of Massachusetts Procurement Policy, attached is an updated delegation of signature authority for the UMass Lowell Campus.

If you have any questions regarding this matrix, please feel free to contact me.

Sincerely,


A handwritten signature in blue ink, appearing to read 'Julie Chen'.

Julie Chen, Ph.D.  
Chancellor

cc: UMass General Counsel

**UNIVERSITY OF MASSACHUSETTS LOWELL**  
**CHANCELLOR'S DELEGATION OF SIGNATURE AUTHORITY\***  
(Non-Personnel)

10/2024

| <br>Name | Professional Services performed by Consultants (1) | Contracts for labor and materials (Construction - M.G.L. c.149 and M.G.L. c. 30, \$39M (2)) | Lease of University Real Property to Others ≤ 5 years (3) (4) | Lease of Third Party Equipment & Real Property (3) | Sponsored Programs Grants - Applications, Proposals, Awards, MOU's, CDA's, MTA's, ISA's, See **below | Non-Sponsored Programs Licenses , ISA's, MOU's, non-research CDA's (5), See **below | Operational Services |
|--|--|---|---|--|--|---|----------------------|
| Chen, Julie<br>Chancellor  | No Limit   | No limit  | No Limit  | No Limit   | ≤\$25,000,000  | X   | No Limit             |
| Black, Jacqueline<br>Executive Director, Office of Research Administration               | ≤\$100,000   |   |   |  | ≤\$5,000,000   |   |                      |
| Evans, Brenda (6)<br>Dean of Student Affairs & Wellness                                  | ≤\$100,000   |   |   |  |  |   |                      |
| Hartman, Joseph<br>Provost & Vice Chancellor of Academic & Student Affairs               | ≤\$100,000   |   |   |  | ≤\$5,000,000   | X   |                      |
| Hoole, Thomas<br>Sr.Exec.Dir.Busn. Ops & Strategic Initiatives                           | ≤\$300,000   | ≤\$3,000,000  | No Limit  | No Limit   | ≤\$5,000,000   | X   | No Limit             |
| Kohl, James (6)<br>Dean, Student Affairs & Enrichment                                    | ≤\$100,000   |   |   |  |  |   |                      |
| Maglia, Anne<br>Vice Chancellor, Research & Innovation                                   | ≤\$100,000   |   |   |  | ≤\$10,000,000  | X   |                      |
| Miliano, Thomas<br>Associate Vice Chancellor Admin Svs and EEM                           | ≤\$300,000   | ≤\$3,000,000  | No Limit  | No Limit   |  | X   | No Limit             |
| Nolan, Gary<br>Associate Director Facilities Management                                  | ≤\$100,000   | ≤\$500,000  |   | ≤\$100,000   |  |   | \$100,000            |
| Pilon, Cody, Associate Director Contracts & Subcontracts Administration                  | ≤\$100,000   |   |   |  | ≤\$2,000,000   |   |                      |
| Yestramski, Joanne Interim Vice Chancellor Finance & Operations                          | No Limit   | No Limit  | No Limit  | No Limit   | ≤\$10,000,000  | X   | No Limit             |

\* Delegation of Signature Authority does not supersede procurement requirements of BOT Policy T92-031, Appendix A. Enforcement of BOT Policy is delegated to Chief Procurement Officer.

\*\*This category includes Revenue generating UML Partnerships and/or Agreements.

(1) General Counsel must review all agreements > \$100,000. UPST will provide prior notice to President's Office of all Consultant Services >\$300,000.

(2) All construction projects > \$250,000 require DCAM/UMBA management or delegation (case by case under \$2M)

(3) Agreements relating to any interest in real property require General Counsel review.

(4) Any Lease of University Real Property exceeding 5 years requires President approval.

(5) CIO must review all Information Technology requisitions in accordance with BOT Policy T08-086.

(6) Those related to Student Activities under limits designated by the V.C. for Finance & Operations

CDA: Confidentiality Disclosure Agreement (CVIP)

MTA: Material Transfer Agreement (CVIP)

ISA: Interdepartmental Service Agreement

MOU: Memorandum of Understanding