

MEMORANDUM

TO: Isaac Brundage
Associate Director, University Housing

FROM: Pamela Schreiber
Director, University Housing *Pamela Schreiber*

DATE: October 10, 2005

SUBJECT: Delegation of Authority – Housing and Resident Assistant
Employment Agreements

Pursuant to a delegation of authority dated December 1, 2004, the Vice President for Administrative Services has granted me the authority to administer and execute housing and residence life agreements on behalf of the Florida Gulf Coast University Board of Trustees, provided such contracts are in conformance with law and the rules of the Board of Trustees.

I hereby designate the Associate Director of University Housing as my designee and authorized institutional representative for purposes of administering and executing the University's housing and resident assistant employment agreements, including extensions and renewals thereof.

This delegation is effective provided that funds are available and the contracts are issued in accordance with law and University rules.

This delegation is effective immediately and supersedes any previous delegations relating to this subject matter. This authority may not be redelegated.

c: Dr. Joseph D. Shepard, Vice President, Administrative Services
Wendy S. Morris, General Counsel