



College of Earth, Ocean, and Atmospheric Sciences
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DATE: December 2, 2015
To: CEOAS Faculty & Staff
FROM: Roy Haggerty, Interim Dean

It is critical that we follow policy on signature approval. Authority to sign resides with the budget authority (the Dean for state funds, the PI for grant funds). Any other signer must have written delegated authority. Greater than \$5,000 should have the Dean's approval, either through signature or approved budget.

Current delegated signers on general funds up to \$5,000 are authorized for all actions including org codes 251600 (Geo) and 252500 (ESUP). These signers are:

Sarah Haluzak

Meaghan Deitz

Anita Grunder

Aviva Rivera

Jack Barth

Payables and travel documents up to \$100k:

Barb Francisco

Pei Kupperman

Erica Dodson

Stephanie Pearse

For travel reimbursements, the supervisor (budget authority of the paying fund) of the traveler must sign the request, except:

- For PIs, general fund delegated signers listed above may sign;
- For the Dean, only an Associate Dean may sign (or the Provost)

For OSU Foundation:

Roy Haggerty

Anita Grunder

Meaghan Deitz