



## Louisiana State University System

3810 West Lakeshore Drive  
Baton Rouge, Louisiana 70808

Office of the President

225/578-2111  
fax 225/578-5524

May 10, 2000

SUBJECT: Execution of Contracts and Other Similar Documents – PM-44

(This memorandum supersedes PM-44 dated August 16, 1974.)

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College is a public corporation and as such is the contracting authority for all segments of the University System. Accordingly, all University contracts and similar Documents shall be executed for and on behalf of the Board of Supervisors.

In the preparation of contracts for the signature of the President the following format shall be used:

**"Board of Supervisors of Louisiana State University  
and Agricultural and Mechanical College**

**By: \_\_\_\_\_  
President, Louisiana State University System"**

The same format shall be used by all other officers who have occasion, and who have been delegated authority to sign such documents on behalf of the Board of Supervisors.

The only exception to the above policy shall be the signing of routine purchase orders.

William Jenkins  
President

**(See following Memorandum, dated May 4, 2000, regarding Quarterly Reporting of Grants)**

*Louisiana State University & Agricultural and Mechanical College*

*LSU at Alexandria • LSU at Eunice • University of New Orleans • LSU in Shreveport • Hebert Law Center • LSU Agricultural Center  
Pennington Biomedical Research Center • LSU Health Sciences Center – New Orleans • LSU Health Sciences Center – Shreveport • LSU Health Care Services Division*



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May 4, 2000

TO: William L. Jenkins, President

SUBJECT: Quarterly Reporting of Grants

On February 26, 1998 a request to increase the amount for grants that must be approved by the System President or his designee to \$750,000 was approved. I am requesting that a monetary limit for reporting individual grants be eliminated. In its place campuses would send, beginning July 1,2000, quarterly reports of any grants amounting to \$1,000,000 (1 million) or more that had been submitted to any organization for funding.

If you approve, I will so notify all Chancellors, Research Directors, and Offices of Technology Transfer and Offices of Sponsored Programs.

Marilyn L. Zimny, Interim Vice President for  
Academic Affairs and Technology Transfer

APPROVED:

William Jenkins  
President