



Brian Rogers, Chancellor
(907) 474-7112
(907) 474-6725 fax
uaf.chancellor@alaska.edu

Bob Shefchik, Executive Officer
(907) 474-7489
(907) 474-7475 fax
rshfchik@alaska.edu


Office of the Chancellor

320 Signers' Hall, P.O. Box 757500, Fairbanks, Alaska 99775-7500
www.uaf.edu

MEMORANDUM

DATE: July 9, 2010

TO: Susan Henrichs, Provost & Executive Vice Chancellor Academic Affairs
Bob Shefchik, Executive Officer

FROM: Brian Rogers, Chancellor 

RE: Chancellor's Standing Designation and Delegation of Authority

Through this memo, I am designating UAF Executive Officer Bob Shefchik as the executive in charge of UAF and delegating to him standing decision and signature authority relative to UAF business on days when I am on leave or traveling. In instances when we are both scheduled to be on leave or are traveling, I will issue written designation and delegation to another UAF executive for specified dates.

For days when both UAF Executive Officer Shefchik and I are unexpectedly absent from the office, I designate UAF Provost and Executive Vice Chancellor for Academic Affairs Susan Henrichs as the executive in charge of UAF and delegate to her standing decision and signature authority relative to UAF business.

These designations and delegations may not be re-delegated by Executive Officer Shefchik or Provost Henrichs to another, and are in effect unless otherwise rescinded by me in writing. On July 1, 2008, I issued to Provost Henrichs a written standing delegation of signature authority for times when I am unexpectedly absent from the office and have not otherwise delegated signature authority. That delegation is hereby rescinded and replaced with the designations and delegations stated above.

BDR

cc: UA President Patrick Gamble
UAF Chancellor's Cabinet

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