

Goizueta Business School Signature Grid

This grid indicates the required approval level or signature authority for various financial and grant documents

	Provost	Dean	Vice Dean	Director, Finance & Administration	Executive Director to the Dean	Associate Dean <i>Note 4</i>	Executive Director, Executive Education	Chief Information Officer
Contracts & Purchases above \$250,000 <i>Note 1</i>	X							
Contracts & Purchases at or below \$250,000 <i>Note 1</i>		X	X					
Contracts & Purchases at or below \$150,000 <i>Note 1</i>				X	X			
Contracts & Purchases at or below \$10,000 <i>Note 1</i>						X	X	X
Faculty or Staff Personnel Agreements above \$250,000 <i>Note 3</i>	X	<i>Note 2</i>	<i>Note 2</i>					
Faculty or Staff Personnel Agreements at or below \$250,000 <i>Note 3</i>		X	X					
Staff Personnel Agreements at or below \$150,000 <i>Note 3</i>				X				

Note 1: Including professional consulting and independent contractor agreements and speakers' agreements.

Note 2: Only in cases of extreme emergency and after consultation with either the Provost or the President.

Note 3: Including offer letters, recruitment letters, settlement agreements, performance agreements and severance agreements, upon consultation, as appropriate, with General Counsel.

Note 4: Associate Deans: Development & Alumni Relations, Full Time MBA Programs, BBA Program, Executive MBA Programs, Evening MBA, Program, MBA Admissions and Ph. D. Program.