DATE: April 1, 2015

TO: Danny C. Kim  
Vice President for Administration and Finance/CFO

FROM: Mildred García  
President

SUBJECT: Delegation of Authority: Procurement Card Program Administrator

Listed below is the name and title of the person designated as the Procurement Card Program Administrator with the authority to set and enforce procurement card policies and procedures as required by Integrated California State University Administrative Manual Policy 5150.00, section 200.

Michael D. Pruitt  
eBusiness Manager

Listed below are the names and titles of the persons designated as delegates who are authorized to administer the campus procurement card program in conjunction with the Administrator or in the Administrator’s absence.

Clara Bowman  
eBusiness Program Specialist  
Hector Muniz  
Buyer III

The authorities delegated shall be exercised with sound judgment and in compliance, as applicable, with all State and CSU laws, policies, procedures, Executive Orders, and the Integrated California State University Administrative Manual (ICSUAM).

c: Lupe Briseno, May Wong, Named Individuals