



## Office of the President

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January 13, 2026

**APPROVED**  
Division of Administration  
Office of State Procurement

Ms. Pamela Bartfay Rice, Esq.  
Assistant Director, Professional Contracts  
DOA-Office of State Procurement  
P.O. Box 94095  
Baton Rouge, Louisiana 70804-9095

JAN 13 2026  
*Pamela Bartfay Rice*  
ASST. DIRECTOR *P.C.*

RE: Contract Signature Authority

Dear Ms. Rice:

Pursuant to LA R.S. 39:1595 (B), the name(s) listed below have delegated signature authority for contracts from University of Louisiana at Monroe:

Dr. Michelle McEacharn, Provost and Vice President for Academic Affairs  
Dr. William "Bill" Graves, Vice President for Business Affairs  
Dr. Anne Case Hanks, Associate Vice President for Academic Affairs and Chief Research Officer  
Ms. Lawanna Gilbert-Bell, Director of Sponsored Programs and Research (Grants/Research)  
Ms. Cheri Perkins, Purchasing Director ( $\leq \$20k$ )

Your approval of this request is effective immediately.

If you need further information, please contact Cheri Perkins, Purchasing Director, University of Louisiana at Monroe, at 318-342-5210.

Thank you,

*Carrie J. Castille*

Carrie Castille, Ph.D.  
President

**#TAKEFLIGHT**

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