

University of Houston System  
Authorized Staff with Bank Transaction Authority  
August 21, 2024-2025

UH System Component	Account Name	Primary Account Purpose	Signatory & Wire Authority	Title	Comments
University of Houston	Disbursement	Fund clearing of checks issued by the University of Houston.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
	Credit Card Clearing	Receive credit card payments from merchant activity at the University of Houston.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
	Operating <sup>(1)</sup>	Primary depository account for checks, fed wire & ach transactions, and other transactions at the University of Houston.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
UH Clear Lake	Disbursement	Fund clearing of checks issued by the University of Houston Clear Lake.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
	Credit Card Clearing	Receive credit card payments from merchant activity at the University of Houston Clear Lake.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
	Operating <sup>(2)</sup>	Primary depository account for checks, fed wire & ach transactions, and other transactions at the University of Houston Clear Lake.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
UH Downtown	Disbursement	Fund clearing of checks issued by the University of Houston Downtown.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority
			Fred Burnett	Manager, Treasury Operations	Existing authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
	Credit Card Clearing	Receive credit card payments from merchant activity at the University of Houston Downtown.	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			Louis Edwards	Treasurer	Existing authority
			Mary Mbeche	Assistant Treasurer	Existing authority

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UH System Component	Account Name	Primary Account Purpose	Signatory & Wire Authority	Title	Comments
	Operating <sup>(3)</sup>	Primary depository account for checks, fed wire & ach transactions, and other transactions at the University of Houston Downtown	<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
UH Victoria	Disbursement	Fund clearing of checks issued by the University of Houston Victoria	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Raymond Bartlett</del>	<del>Sr. Vice Chancellor for Admin. and Finance</del>	<del>Existing authority</del>
			<del>Karin Livingston</del>	<del>Sr. Assoc. Vice Chancellor for Finance</del>	<del>Existing authority</del>
			<del>Louis Edwards</del>	<del>Treasurer</del>	<del>Existing authority</del>
			<del>Mary Mbeche</del>	<del>Assistant Treasurer</del>	<del>Existing authority</del>
			<del>Fred Burnett</del>	<del>Manager, Treasury Operations</del>	<del>Existing authority</del>
	Operating <sup>(4)</sup>	Primary depository account for checks, fed wire & ach transactions, and other transactions at the University of Houston Victoria.	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Raymond Bartlett</del>	<del>Sr. Vice Chancellor for Admin. and Finance</del>	<del>Existing authority</del>
			<del>Karin Livingston</del>	<del>Sr. Assoc. Vice Chancellor for Finance</del>	<del>Existing authority</del>
			<del>Louis Edwards</del>	<del>Treasurer</del>	<del>Existing authority</del>
			<del>Mary Mbeche</del>	<del>Assistant Treasurer</del>	<del>Existing authority</del>
			<del>Fred Burnett</del>	<del>Manager, Treasury Operations</del>	<del>Existing authority</del>
			<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Raymond Bartlett</del>	<del>Sr. Vice Chancellor for Admin. and Finance</del>	<del>Existing authority</del>
System Administration	Operating	Primary depository account for checks, fed wire & ach transactions, and other transactions for the University of Houston System Administration.	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
	Disbursement	Fund clearing of checks issued by the University of Houston System Administration.	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
	Payroll Clearing	Fund the issuance of payroll checks for all UH System campuses.	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
	Payroll Direct Deposit	Fund the issuance of direct deposit payroll for all UH System campuses.	<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
	Master Concentration	Fund payroll accounts and act as the clearing account for all excess or	<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority

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		deficit funds movement from/to UH System operating accounts and the sweep account.	<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority
	Student Loan Repayment	Receipt of federal student loan repayment proceeds.	<del>Raymond Bartlett</del>	Sr. Vice Chancellor for Admin. and Finance	Existing authority
			<del>Karin Livingston</del>	Sr. Assoc. Vice Chancellor for Finance	Existing authority
			<del>Louis Edwards</del>	Treasurer	Existing authority
			<del>Mary Mbeche</del>	Assistant Treasurer	Existing authority
			<del>Fred Burnett</del>	Manager, Treasury Operations	Existing authority
			<del>Stephanie Bradley</del>	<del>Interim</del> Manager, Cash & Bank Administration	<del>New</del> Existing Authority

- (1) In addition to the persons listed above, ~~Kevin Burns~~ the Bursar-Student Business Services-UH and ~~Nancy Tran~~ the Assoc. Director Student Business Services-UH, have authority to endorse checks, drafts and/or payments to UH .
- (2) In addition to the persons listed above, ~~Dr. Sherry Hawn~~ the Associate VP for Admin. & Finance-UHCL and ~~Mila Bautista~~ the Director General Accounting-UHCL have authority to endorse checks, drafts and/or payments to UH Clear Lake.
- (3) In addition to the persons listed above, ~~Kimberly Lambert Thomas~~ the Vice President for Administration and Finance-UHD, the Associate VP Business Services-UHD ~~Theresa Menzley~~, and the Director, Student Business Services-UHD ~~Krystal LeBlanc~~ have authority to endorse checks, drafts and/or payments to UH Downtown .
- ~~(4) In addition to the persons listed above, Dr. Beverly Shuford and Erin Goodwin have authority to endorse checks, drafts and/or payments to UH Victoria.~~

University of Houston System  
Authorized Staff for Banking and Investment Transactions  
August 21, 2024-2025

Component	Document/Resolution	Primary Purpose	Authority	Title	Comments
University of Houston System	Banking Resolutions	Resolutions for the 16 15 bank accounts at Bank of America-JPMC Bank. These resolutions identify the positionsstaff that have signature authority to conduct various banking transactions that enable the System to conduct operations	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing Authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing Authority
			Louis Edwards	Treasurer	Existing Authority
			Mary Mbeche	Assistant Treasurer	Existing Authority
			Fred Burnett	Manager, Treasury Operations	Existing Authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
University of Houston System	Investment Resolutions	Resolutions governing the purchase and sales of securities and similar investments for all Non-Endowed Funds at the University of Houston System. Resolutions governing the purchase and sale of securities and similar investments for all Endowed Funds at the University of Houston System. Resolutions governing the sale, assignment, endorsement, transfer and delivery of gift securities for any component of the University of Houston System. Account Schedule Computershare: debt service accounts (1214), cost of issuance accounts (24), capitalized interest accounts (2), bond proceeds accounts (2) JPMC Bank: bond proceeds investment accounts (10) Intermediate Investment Fund: investment accounts (4) Short Term Investment Fund: investment accounts (1)	Raymond Bartlett	Sr. Vice Chancellor for Admin. and Finance	Existing Authority
			Karin Livingston	Sr. Assoc. Vice Chancellor for Finance	Existing Authority
			Louis Edwards	Treasurer	Existing Authority
			Mary Mbeche	Assistant Treasurer	Existing Authority
			Fred Burnett	Manager, Treasury Operations	Existing Authority
			Stephanie Bradley	Interim Manager, Cash & Bank Administration	New Existing Authority
University of Houston System	TexPool Resolution	Resolution Amending Authorized Representatives. This resolution identifies the positionsstaff that have access to TexPool to retrieve investment reports, confirm deposits and request withdrawals. The System uses TexPool to invest its bond proceeds prior to reimbursement for construction projects. Account Schedule TexPool: bond and commercial paper proceeds accounts (1415), bond cost of issuance accounts (45)	Louis Edwards	Treasurer	Existing Authority
			Mary Mbeche	Assistant Treasurer	Existing Authority
			Elias McClellan	Financial Specialist-Treasury	New Existing Authority