

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING APPROVALS FOR PERSONNEL ACTIONS

Governance, Trusteeship, and Nominating Committee – October 29, 2021
Board of Trustees – October 29, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees amend the Policy on Approvals Required for Personnel Actions of the Board (Personnel Policy) to be revised as follows (changes underlined and in red):

Personnel Items Requiring Board Action and Formally Reported to the Board: shall include initial faculty appointments with tenure or faculty appointments to Endowed Faculty Positions, promotions of faculty above the rank of Assistant Professor or award of tenure, early termination of faculty, and the President and Executive Vice Presidents. Non-renewal of probationary appointments will be formally reported to the Board.

BACKGROUND:

The board's current Personnel Policy was approved on April 18, 2019 and requires board action for faculty appointments to endowed *chairs*.

The board approved a policy regarding University Naming Guidelines on June 24, 2021. The guidelines specify minimum gift amount thresholds for various endowed faculty positions, namely: *dean, chair, division chief, professor, visiting professor, faculty fellowship, and teaching fellowship*.

The proposed amendment to the Personnel Policy would make it consistent with the university's Naming Guidelines and be inclusive of the endowed faculty positions listed therein.

COMMITTEE ACTION:

Passed X
Did Not Pass _____
Other _____

Signature on File
Assistant Secretary

BOARD ACTION:

Passed X
Did Not Pass _____
Other _____

Signature on File
Assistant Secretary

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING APPROVALS FOR PERSONNEL ACTIONS

Governance, Trusteeship, and Nominating Committee – April 18, 2019
Board of Trustees – April 18, 2019

RECOMMENDATION:

The Chair of the Board recommends that the Board of Trustees amend the Policy on Approvals Required for Personnel Actions of the Board to be as follows:

Personnel Items Requiring Board Action and Formally Reported to the Board: shall include initial faculty appointments with tenure or faculty appointments to Endowed Faculty Positions, promotions of faculty above the rank of Assistant Professor or award of tenure, early termination of faculty, and the President and Executive Vice Presidents. Non-renewal of probationary appointments will be formally reported to the Board.

Personnel Items Requiring Administrative Approval Only and Reported to the Board As Information Items: shall include initial and renewal appointments of faculty not resulting in tenure; promotions up to the rank of Assistant Professor; resignations; retirements; expiration of appointments; permanent, acting, and interim appointments of administrators; medical leave, associate appointments; leaves without pay; sabbatical leaves; adjunct appointments; clinical appointments (both part-time and gratis); transfers from non-probationary to probationary status; changes in emeritus status; scheduling changes for sabbatical or other paid leaves; changes from full-time to part-time or gratis status; and changes in titles of assignments due to reorganizations or reassignments.

The Board of Trustees delegates to the President or her designee the authority to appoint and dismiss all other administrators with actions being formally reported to the Board.

BACKGROUND:

The Personnel Action Policy was first adopted September 26, 1983 and amended March 26, 1990, October 26, 1992, and February 23, 1998. Members of the Board and the President have concluded that many routine personnel actions can be delegated, thereby allowing the Board to concentrate on the most significant personnel recommendations which include appointments and dismissals of the President and Executive Vice Presidents, promotion and tenure of faculty and early termination or non-renewal of probationary faculty appointments. This is common practice at many major institutions.

This Policy is to be followed in conjunction with the delegation of authority to the President authorized September 29, 1992 concerning Appointments of Interim Administrators (Exhibit A) and the Policy on Short-Term Absences and Leaves of Absence adopted by the Board October 26, 1992 (Exhibit B). Paid leaves not pursuant to a Trustee-approved policy (e.g., sabbatical, medical, parent) shall require action of the board.

Reports listing delegated personnel actions for faculty and administrators will be provided to the Trustees on a regular basis.

The Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed X

Did Not Pass

Other

BOARD ACTION:

Passed X

Did Not Pass

Other

Signature on File

Assistant Secretary

Signature on File

Assistant Secretary

- * Approved September 26, 1983
- * Revised and approved March 26, 1990
- * Revised and approved October 26, 1992
- * Revised and approved February 23, 1998
- * Revised and approved April 18, 2019
- * Revised and approved October 29, 2021