

**RESOLUTION TO AMEND THE DELEGATION OF AUTHORITY  
FOR SELECTED FACULTY PERSONNEL ACTIONS**

**WHEREAS**, faculty employment and policies are under the purview of the Board of Visitors (the Board), which holds the authority to approve all faculty appointments; and

**WHEREAS**, the Board, as the governing authority of the university, delegates authority to the President to oversee and to administer the policies of the Board and manage the administrative, instructional, research, and public service programs of the university; and

**WHEREAS**, on June 1, 2009, the Board approved a resolution titled Delegation of Authority for Selected Faculty Personnel Actions and subsequently on November 16, 2020, and June 8, 2021, amended that Delegation of Authority; and

**WHEREAS**, the Board's Rector and committee chairs have encouraged streamlining processes to make the best use of technology and efficient use of personnel resources; and

**WHEREAS**, a recent review of the delegation of authority for faculty personnel actions resulted in the identification of potential administrative and managerial efficiencies; and

**WHEREAS**, amending the delegation of authority to recognize delegation of annual merit actions and recruitment, retention, and other special bonus payments is also needed to comply with the Board of Visitors Bylaws; and

**WHEREAS**, the Board will continue to approve a select set of appointments and compensation actions;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors delegates authority to the President or the President's designee for selected faculty appointment and compensation actions as described in the attachment, effective immediately; and

**BE IT FURTHER RESOLVED**, that the Personnel Changes Report presented quarterly to the Board for ratification contain the actions for the prior quarter with the threshold noted.

**RECOMMENDATION:**

That the Board of Visitors approve the Resolution to Amend the Delegation of Authority for Selected Faculty Personnel Actions, effective immediately.

June 11, 2024

## AMENDED DELEGATION OF AUTHORITY FOR SELECTED PERSONNEL ACTIONS

June 11, 2024

The amended delegation of authority to the president or the president's designee for routine ~~and modest~~ salary adjustments and selected new appointments allows the Board of Visitors (the Board) to focus on high-level appointments and compensation; appointment and promotion of tenure-track or continued appointment-track faculty members who have permanent status with the institution; salary adjustments with more significant financial impact; deferred compensation; and appointment and compensation packages for athletic personnel.

The Board would retain approval (or ~~confirmation~~ratification) of the following faculty-related personnel actions:

### Appointment/Promotion Actions:

- Appointments of Provost and Vice Presidents
- Appointments of instructional and research faculty members on the tenure-track or continued appointment track confirmed in quarterly Personnel Changes Report
- Appointments with tenure considered by the Academic, Research, and Student Affairs Committee and approved by the full Board
- Salaries of faculty appointments with tenure confirmed in the quarterly Personnel Changes Report based on their effective or start date
- Appointments of faculty-ranked athletic personnel above a threshold\* salary level confirmed in quarterly Personnel Changes Report
- All bonuses of faculty-ranked athletic personnel confirmed in the quarterly Personnel Changes Report
- Appointments of administrative and professional faculty hired above a threshold\* salary level prorated for type of appointment (e.g. 9-, 10-, or 11- month) if not a 12-month appointment confirmed in the quarterly Personnel Changes Report
- Appointments to distinguished or endowed professorships: individual resolutions considered by the Academic, Research, and Student Affairs Committee and approved by the full Board Appointments to emeritus/a status: individual resolutions considered by the Academic, Research, and Student Affairs Committee and approved by the full Board
- Award of tenure or continued appointment and/or promotions in rank as identified in the faculty compensation plan confirmed in the Promotion, Tenure and Continued Appointment Program Report approved at the June Board meeting

Compensation Actions:

- Overall faculty compensation plan ~~approved at the June Board meeting, including authorization of annual merit process~~
- ~~Annual merit adjustments for all faculty members approved at appropriate Board meeting based on timing determined by state~~
- Compensation packages for athletic director and head coaches confirmed annually as an addendum to the quarterly Personnel Changes Report
- Off-cycle salary adjustments greater than or equal to 20% for all regular faculty members that result in a salary at or above a threshold\* salary level prorated for type of appointment (e.g. 9-, 10-, or 11- month) if not a 12-month appointment confirmed in the quarterly Personnel Changes Report
- Deferred compensation
- Special payments for ~~recruitment or~~ separation
- Decrease in salary for disciplinary action

Through such delegation, the Board **does not receive** the following actions as part of the quarterly Personnel Changes Report:

- Changes in employment status that do NOT involve any salary action, such as “regular” to “restricted” or conversion from staff to faculty;
- Salary adjustments made in accordance with Board-approved compensation plans, existing policies, and/or standard formulas:
  - Academic-year to calendar-year conversions and the reverse
  - Research extended appointments
  - Change in percent employment
  - Addition or deletion of extension unit coordinator supplement
  - Overseas allowance
  - Increase for completing advanced degree
- Off-cycle salary adjustments less than 20%;
- Off-cycle salary adjustments for faculty below threshold\* salary level prorated for type of appointment (e.g. 9-, 10-, or 11- month) if not a 12-month appointment;
- New appointments and salary adjustments for faculty members on *restricted contracts*, such as research faculty;
- ~~New appointments of non-tenure-track instructional faculty, or administrative and professional faculty below threshold\* salary level; and~~
- Special payments for recruitment or retention consistent with Policy 4005, Exceptional Recruitment and Retention Incentive Options Policy.

\***Salary Threshold:** The initial threshold for salary actions is \$125,000 for a 12-month appointment in 2020. The threshold will be evaluated over time and adjusted ~~and approved by the Board of Visitors as needed to reflect state and university-wide compensation~~

increases. The current threshold will be noted in each quarterly Personnel Changes Report brought to the Board of Visitors for approval.

# RESOLUTION TO AMEND THE DELEGATION OF AUTHORITY FOR SELECTED FACULTY PERSONNEL ACTIONS

AMY SEBRING, EXECUTIVE VICE PRESIDENT AND CHIEF  
OPERATING OFFICER

June 11, 2024

# Background: Delegation of Authority

- The ***Delegation of Authority for Selected Faculty Personnel Actions*** delegates routine compensation acts to the president, including:
  - Off-cycle salary actions below a specific threshold and adjustment percentage; and
  - Those made in accordance with existing policies and/or standard formulas.

# Proposed Amendments to the Delegation of Authority

- Delegates the implementation of Board-approved faculty compensation plans
- Conforms with new Policy 4005, Exceptional Recruitment and Retention Incentive Options Policy
  - Recognizes moving and relocation stipends as one-time bonuses consistent with 2018 changes in tax code
  - Establishes administrative process for providing recruitment and retention bonuses with bonuses
- Authorizes the university to evaluate and adjust the threshold for salary actions based on merit/market changes included in quarterly Personnel Changes Report

# Approval of Resolution to Amend the Delegation of Authority for Selected Faculty Personnel Actions

## RECOMMENDATION:

That the Board of Visitors approve the Resolution to Amend the Delegation of Authority for Selected Faculty Personnel Actions, effective immediately.

June 11, 2024