

Approval and Notification Authority for EPA Personnel Actions

Delegation of Authority for Actions on:		TENURED / TENURE-TRACK FACULTY							
Type of Action	ACTION	FINAL APPROVAL AUTHORITY						Notification Issued By	Guiding Policy - Source Documents
		Dean/Dir Libraries	Vice Chancellor	Provost	Chancellor	BOT	BOG **		
APPOINTMENT / REAPPOINTMENT	Appointment or reappointment to a tenure-track position	X						Dean	<a href="#">NC State PRR - Academic Tenure Policy, POL 05.20.1 section 5.6</a> <a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 3.3.1</a>
	Appointment to a tenured position					X		Chancellor	<a href="#">UNC Policy Manual 100.1, section 602 (5)</a> <a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.5</a> <a href="#">NC State PRR - Academic Tenure Policy, POL 05.20.1</a>
	Appointment of a tenured faculty member to a BOG endowed professorship of distinction					X	X	Chancellor	<a href="#">UNC Policy Manual 600.3.4, section C2b</a>
	Appointment of a tenured faculty member to a professorship of distinction that is not endowed by the BOG				X			Chancellor	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 2.1.1</a> <a href="#">UNC Policy Manual 600.3.4, section C.2.b</a>
NON-REAPPOINTMENT	Non-reappointment to a tenure-track faculty position			X				Provost	<a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 6</a> <a href="#">UNC Policy Manual 100.01, section 604</a>
CONFERRAL OF TENURE	Conferral of tenure to a faculty member					X		Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.5</a> <a href="#">UNC Policy Manual 100.1, section 602 (5)</a> <a href="#">NC State PRR - Academic Tenure Policy, POL 05.20.1 section 5.6</a>
PROMOTION	Promotion accompanying conferral of tenure					X		Chancellor	<a href="#">UNC Policy Manual 100.1, section 602 (5)</a> <a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">NC State PRR - Academic Tenure Policy, POL 05.20.1 section 5.6</a>
	Promotion of a tenured faculty member				X			Chancellor	<a href="#">UNC Policy Manual 100.1, section 602 (5)</a>
CONFERRAL OF EMERITUS STATUS	Conferral of emeritus faculty status				X			Chancellor	<a href="#">NC State PRR - Emeritus Faculty Status and Involvement, POL 05.20.2</a> <a href="#">NC State PRR - Emeritus Faculty Status Procedure, REG 05.20.6</a>
SALARY RANGES & SALARY ADJUSTMENTS	Recommendation for a salary increase that would <u>not</u> result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary			***X				Provost	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 4.2</a>
	Recommendation for a salary increase that would result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary					***X	***X	Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.3</a> <a href="#">UNC Policy Manual 200.6</a>
	Setting the initial compensation for faculty members with permanent tenure			X				Chancellor	<a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">UNC Policy Manual 600.3.4.C.2.a</a>
	Establishment of faculty salary ranges				X			Chancellor	<a href="#">UNC Policy Manual 600.3.4, section C.2.a</a>

\* Requires Dean, Director of Libraries, Vice Chancellor, Director of Athletics, Provost or Chancellor approval depending **whose authority** the employment falls under.

\*\* All actions must be approved by BOT prior to being submitted to BOG for final approval.

\*\*\* The BOT has delegated authority to the Provost for salary increases less than 15% and \$10,000 of the previous June 30th salary. Authority for increases greater than or equal to 15% and at least \$10,000 above the previous June 30th salary have not been delegated by the BOT/BOG, except for those approved by the President of the UNC system and funded through the Faculty Recruitment and Retention Fund.

Approval and Notification Authority for EPA Personnel Actions

Delegation of Authority for Actions on:		SPECIAL FACULTY								
Type of Action	ACTION	FINAL APPROVAL AUTHORITY						Notification Issued By	Guiding Policy - Source Documents	
		Dean/Dir Libraries	Vice Chancellor	Provost	Chancellor	BOT	BOG **			
APPOINTMENT / REAPPOINTMENT	*Appointment/Reappointment of an employee to a special faculty appointment	X	X					Dean/Dir Libraries, Vice Chancellor	<a href="#">NC State PRR - Academic Tenure Policy, POL 05.20.1, section 5.2</a> <a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, sections 3.2.1 and 3.3.3</a>	
PROMOTION	Promotion of a faculty member holding a special faculty appointment				X			Chancellor	<a href="#">UNC Policy Manual 100.1, section 604C</a> <a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 2.1.8</a>	
DISCONTINUATION OF APPOINTMENT	Discontinuation of an "at will" adjunct faculty appointment			X				Provost	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 5</a>	
SALARY RANGES & SALARY ADJUSTMENTS	Recommendation for a salary increase that would <u>not</u> result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary	*** X	*** X					Dean/Dir Libraries, Vice Chancellor	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 2.4.2.2.c and 4.2.3.a</a>	
	Recommendation for a salary increase that would result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary					*** X	*** X	Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.3</a>	

\* Requires Dean, Director of Libraries, Vice Chancellor, Director of Athletics, Provost or Chancellor approval depending **whose authority** the employment falls under.

\*\* All actions must be approved by BOT prior to being submitted to BOG for final approval.

\*\*\* The Chancellor has delegated authority to the Deans/Vice Chancellors for salary increases less than 15% and \$10,000 of the previous June 30th salary. Authority for increases greater than or equal to 15% and at least \$10,000 above the previous June 30th salary have not been delegated by the BOT/BOG, except for those approved by the President of the UNC system and funed through the Faculty Recruitment and Retention Fund.

Approval and Notification Authority for EPA Personnel Actions

Delegation of Authority for Actions on:		SENIOR ACADEMIC & ADMINISTRATIVE OFFICERS							
Type of Action	ACTION	FINAL APPROVAL AUTHORITY						Notification Issued By	Guiding Policy - Source Documents
		Dean/Dir Libraries	Vice Chancellor	Provost	Chancellor	BOT	BOG **		
APPOINTMENT / REAPPOINTMENT	Appointment (but not tenure) and initial salary/promotion of a Dean (conferral of academic tenure requires BOT approval)				X			Chancellor	<a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">UNC Policy Manual 600.3.4.C.2.c</a>
	Appointment and initial salary/promotion of a Vice Chancellor					X		Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.1</a> <a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">UNC Policy Manual 600.3.4.C.1.a</a>
	Appointment or reappointment to an SAAO Tier II position	X	X	X	X			Dean/Dir Libraries, Vice Chancellor, Provost or Chancellor	<a href="#">UNC Policy Manual 300.1.1, section 3A; UNC Policy Manual 300.1.1.1[R]</a>
DISCONTINUATION OF APPOINTMENT	Discontinuation of an "at will" EPA professional appointment, including SAAO			X				Provost	<a href="#">UNC Policy Manual 300.2.1</a>
CONFERRAL of EMERITUS STATUS	Conferral of emeritus status to an individual with an SAAO Tier I or Tier II appointment at retirement				X Tier II	X Tier I		Chancellor	<a href="#">NC State PRR - Emeritus Faculty Status and Involvement, POL 05.20.2</a> <a href="#">NC State PRR - Emeritus Status for Senior Academic Administrative Officer, POL 05.15.2</a>
SALARY RANGES & SALARY ADJUSTMENTS	Recommendation for a salary increase that would <u>not</u> result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary	X Tier II	X Tier II	X Tier II	X Tier II	X Tier I		Dean/Dir Libraries, Vice Chancellor, Provost or Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.3</a> <a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 4.2</a>
	Recommendation for a salary increase that would result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary					X	X	Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.3</a>
	Establishment of SAAO salary ranges					X		Chancellor	<a href="#">UNC Policy Manual 100.1, Appendix I.A</a> <a href="#">UNC Policy Manual 600.3.4.C.2.c</a>

\* Requires Dean, Director of Libraries, Vice Chancellor, Director of Athletics, Provost or Chancellor approval depending whose authority the employment falls under.

\*\* All actions must be approved by BOT prior to being submitted to BOG for final approval.

\*\*\* The BOT has delegated authority to the Provost/Vice Chancellor for salary increases less than 15% and \$10,000 of the previous June 30th salary. Authority for increases greater than or equal to 15% and at least \$10,000 above the previous June 30th salary have not been delegated by the BOT/BOG.

## Approval and Notification Authority for EPA Personnel Actions

Delegation of Authority for Actions on:		EPA, OTHER								
Type of Action	ACTION	FINAL APPROVAL AUTHORITY						Notification Issued By	Guiding Policy - Source Documents	
		Dean/Dir Libraries	Vice Chancellor	Provost	Chancellor	BOT	BOG **			
APPOINTMENT / CONTRACT EXTENSION	Appointment as an academic department head	X						Dean	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 2.1.4</a>	
	Appointment or contract extension as director of athletics					X		Chancellor	<a href="#">UNC Policy Manual 1100.3.1</a> <a href="#">UNC Policy Manual 1100.3</a> <a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.6</a>	
	Appointment or contract extension of a head coach					X		Chancellor	<a href="#">UNC Policy Manual 1100.3.1</a> <a href="#">UNC Policy Manual 1100.3</a> <a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.6</a>	
DISCONTINUATION	Discontinuation of an "at will" EPA professional appointment			X				Provost	<a href="#">UNC Policy Manual 300.2.1</a>	
SALARY RANGES & SALARY ADJUSTMENTS	Recommendation for a salary increase that would <u>not</u> result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary*	X	X	X	X			Dean/Dir Libraries, Vice Chancellor, Provost or Chancellor	<a href="#">NC State PRR - Delegation of Authority, REG 01.20.1, section 4.2</a>	
	Recommendation for a salary increase that would result in a salary that is <u>both</u> at least 15% <u>and</u> at least \$10,000 above the previous June 30 salary					X	X	Chancellor	<a href="#">NC State PRR - Academic Affairs and Personnel Committee Authority, POL 01.05.2, section 1.3</a>	

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\*\*\* The BOT has delegated authority to the Provost/Vice Chancellor for salary increases less than 15% and \$10,000 of the previous June 30th salary. Authority for increases greater than or equal to 15% and at least \$10,000 above the previous June 30th salary have not been delegated by the BOT/BOG.

[The Delegation of Authority Regulation can be found at: http://www.ncsu.edu/policies/governance\\_admin/delegation\\_authority/REG01.20.1.php](http://www.ncsu.edu/policies/governance_admin/delegation_authority/REG01.20.1.php)