

APPROVAL PROCESS FOR FACULTY PERSONNEL ACTIONS			Updated January 2009					
Faculty Rank and Category	New Hires	Promotions	Mid-Year Salary Increases*		Annual Salary Increases	Salary Increases > 10%	Overcompensation	Board of Trustee Reporting
			Equity Increases	Counter Offers				
Non-tenured faculty	Deans	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Secretary's Report
Non-tenured faculty w/salary outside norm for range & discipline**	Provost	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Secretary's Report
Tenure-track faculty	Deans	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Biosketch
Tenure-track faculty w/salary outside the norm for range & discipline (> 20% of high/75th percentile)	Provost	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Biosketch
Tenured faculty	Provost, Grad College Dean, & P&T Chair/co-Chair	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Biosketch
Faculty w/ a major administrative appt	Provost	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Biosketch/ Board Item
"Q" contracts for associate and full professor	Deans - for initial 3-year appointment Provost - for any extension to original 3-yr appt	Campus P & T Process	Provost	Provost	Deans	Provost	Vice Provost	Biosketch
Adjunct/Visiting Faculty	Deans	N/A	N/A	N/A	Deans	Provost	Vice Provost	Secretary's Report
Other Academics, e.g., Teaching Associates, Visiting Scholars, etc.	Deans	N/A	N/A	N/A	Deans	Provost	Vice Provost	Secretary's Report
*If equity and counter offer increases are addressed during the annual budget increase process and the salary increase does not exceed 10%, the Deans can approve.								