

July 19, 2011

IDA 514

UNIVERSITY LIBRARIAN  
DEAN, SCHOOL OF LAW

RE: Redlegation of Authority – Academic Actions for Librarians

Authority for academic personnel actions was delegated to the Executive Vice Chancellor by the Chancellor in his delegation of authority IDA 311, dated July 3, 2000. I am redelegating authority, as specified below.

I am delegating to the University Librarian authority to approve the following academic actions for Librarians, whereas all academic actions related to the Law School will be approved by the Dean of the Law School in consultation with the University Librarian:

- a. Initial appointments, temporary appointments, and recall appointments.
- b. Promotions, merit increases (including advancement to Librarian, Step V), accelerated actions, awarding of Career Status, and No Actions.
- c. One-year deferral of normal review, upon written request of Librarian.
- d. Leave of absence without salary for one year or less.
- e. Terminations and non-reappointments.

All academic actions must conform to within University and campus policy as well as policy set out in the Memorandum of Understanding, University Federation of Librarians. These actions require appropriate review and must be consistent with the published scales. You are reminded that appointments are to be made only after an open and competitive search has been conducted and you have received an approved academic affirmative action search statement.

Authority for the following remains in my office:

- a. Any exception to policy.
- b. Effective dates other than July 1.
- c. Retroactive actions that are approved more than thirty-one calendar days after the effective date.

The Office of Academic Personnel will remain the office of record for these actions. The University Librarian will, therefore, forward all appropriate supporting documentation for personnel actions to the Office of Academic Personnel for the purpose of post-audit and record maintenance.

IDA 514

This authority may not be re delegated and supersedes my delegation of authority on the same subject dated March 5, 2009 (IDA 465).



Michael R. Gottfredson  
Executive Vice Chancellor and Provost

- C: Vice Provost, Academic Personnel  
Assistant Vice Chancellor, Accounting and Fiscal Services  
Assistant Vice Chancellor, Academic Personnel  
Director, Human Resources, Labor Relations  
Chief Campus Counsel  
Director, Internal Audit  
Administrative Policies Officer