

July 19, 2011

IDA 515

UNIVERSITY LIBRARIAN  
DEAN, SCHOOL OF LAW

RE: Redelegation of Authority – Academic Actions for Associate and Assistant  
University 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.

The University Librarian has authority to approve the following academic actions for Associate and Assistant University Librarians, whereas all academic actions related to the Law School Library will be approved by the Dean of the Law School in consultation with the University Librarian:

- a. Initial appointments, acting appointments, and recall appointments.
- b. Promotions and merit increases.
- c. Leaves of absence without salary for one year or less.
- d. Terminations.

All academic actions require appropriate review and must be consistent with the published salary 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:

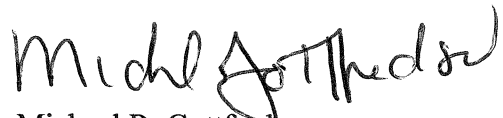
- a. Any exceptions to policy.
- b. Effective dates other than July 1.
- c. Retroactive actions that are approved more than thirty-one calendar days after the effective date.

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.



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This authority may not be redelegated and supersedes my delegation of authority on the same subject dated March 5, 2009 (IDA 466).



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 Coordinator