

## REFERENCE CHART — ACTIONS DELEGATED TO DEANS

<b>ASSISTANT PROFESSOR</b>		
NORMAL MERITS DELEGATED <b>Step I-II, II-III, or III-IV<sup>1</sup></b>	REVIEW ACTIONS NOT DELEGATED	
<ul style="list-style-type: none"> <li>The Dean has been given delegated approval for appointments to Step I, II, or III</li> <li>First normal merit<sup>2</sup> action within rank after appointment (even if delegated) or acceleration (if previous merit was not delegated).</li> <li>Dean may decide against<sup>3</sup> a merit increase and for Reappointment only, if warranted</li> </ul>	<ul style="list-style-type: none"> <li>Appointments to Step IV, V, or VI</li> <li>Midcareer appraisals</li> <li>Career Reviews</li> <li>Promotions to Tenure</li> <li>Nonreappointments</li> <li>Merits to Step V or Step VI (overlapping steps)</li> </ul>	<ul style="list-style-type: none"> <li>Accelerations<sup>4</sup></li> <li>Off-scale salary decisions<sup>5</sup></li> <li>Reappointment without a merit increase</li> <li>Effective date other than July 1st</li> <li>Postponement of Tenure Review</li> </ul>
<b>ASSOCIATE PROFESSOR</b>		
NORMAL MERITS DELEGATED <b>Step I-II or II-III<sup>1</sup></b>	REVIEW ACTIONS NOT DELEGATED	
<ul style="list-style-type: none"> <li>First normal merit<sup>2</sup> action within rank after appointment, promotion, or acceleration, if previous action was not delegated</li> <li>Dean may decide against<sup>3</sup> a merit increase and for No Action, if warranted</li> </ul>	<ul style="list-style-type: none"> <li>Appointments</li> <li>Career Reviews</li> <li>Promotions to Professor</li> </ul>	<ul style="list-style-type: none"> <li>Merits to Step IV or Step V (overlapping steps)</li> <li>Accelerations<sup>4</sup></li> <li>Off-scale salary decisions<sup>5</sup></li> <li>No Action Reviews</li> <li>Effective date other than July 1st</li> </ul>
<b>PROFESSOR</b>		
NORMAL MERITS DELEGATED <b>Steps I-II or II-III; III-IV or IV-V<sup>1</sup> Steps VI-VII or VII-VIII and/or VIII-IX<sup>1</sup></b>	REVIEW ACTIONS NOT DELEGATED	
<ul style="list-style-type: none"> <li>First and third normal merit<sup>2</sup> actions within rank after appointment, promotion, or acceleration, or Advancement to Step VI, if previous action was not delegated</li> <li>Dean may decide against<sup>3</sup> a merit increase and for No Action, if warranted</li> </ul>	<ul style="list-style-type: none"> <li>Appointments</li> <li>Career Reviews</li> <li>Advancements to Step VI</li> <li>Advancements to Above Scale</li> <li>Above Scale Merits</li> </ul>	<ul style="list-style-type: none"> <li>Accelerations<sup>4</sup></li> <li>Off-scale salary decisions<sup>5</sup></li> <li>Five Year Reviews</li> <li>No Action Reviews</li> <li>Effective dates other than July 1st</li> <li>Next merit following a delegated action</li> </ul>

<sup>1</sup> In cases where the schedule for delegated actions is ambiguous, the governing principal is that delegated reviews should not be done twice in succession for a faculty member. Appointments in the Assistant Rank to Step I, II, or III, are delegated to the Dean for approval. In addition, the first “normal” merit following a Dean’s Delegated appointment to the Assistant Rank has been delegated to the Dean for approval.

<sup>2</sup> The definition of “normal merit” in delegated cases will be the Department’s recommendation.

<sup>3</sup> Deans’ decisions may be appealed only through the regular Senate mechanisms currently in place on the basis of improper procedure or the use of impermissible criteria (APM 160, Appendix A, section (b) 5).

<sup>4</sup> Accelerations recommended by the Department, Chair, or the Dean must be considered by CAP and approved by the Executive Vice Chancellor and Provost.

<sup>5</sup> Off-scale salary requests and requests to alter the normal return-to-scale schedule for continuing off-scales must be authorized by the Vice Provost, however, the Dean has authority to decide on the merit.