



THE UNIVERSITY of
NEW ORLEANS

**ADMINISTERED BY: Office of Vice
President for Academic Affairs**

Policy No: AP-AA-1.2
**TITLE: Authority and Responsibilities
of Academic Deans and
Directors**
EFFECTIVE DATE: May 2, 2014
CANCELLATION:
REVIEW DATE: Fall 2017

PURPOSE

To set forth the authority and responsibilities of major academic administrators.

AUTHORITY

Part Two, Chapter III, Section I and Section IV of the Bylaws and Rules of the University of Louisiana System.

DEFINITIONS

Academic deans and directors means those who report directly to the Vice President for Academic Affairs. Included are: the Director of the Graduate School; the Dean of Library Services; the Executive Director for Global UNO; the Director of the Computer Research Center; and the Director of the University Honors Program.

Unit means the college, school, department, division, of other organizational entity over which the dean or director has supervision.

GENERAL POLICY

The dean or director is the chief executive officer of the unit and reports to the Vice President for Academic Affairs.

PROCEDURE

1. Academic deans and directors are appointed or reappointed upon the recommendation of the Vice President for Academic Affairs and the approval of the the President, and the Board of Supervisors. They hold their administrative positions at the pleasure of the Board.
2. The maximum term of appointment is five years, with the possibility of renewal.
3. The dean or director is responsible for initiating or reviewing recommendations for the

appointment, reappointment, promotion, evaluation, and other personnel actions for all persons within the unit; initiating or reviewing recommendations for modifications in the academic program and in academic policies within the unit, including courses and curricula; the proper administration of all budgets within the unit; the allocation of financial and personnel resources within the unit; the review of all recommendations for salary adjustments within the unit; and such other duties as are appropriate to the chief executive officer.

4. The dean or director is responsible for the effective application of University regulations and policies within the unit.

A handwritten signature in black ink, appearing to read 'P. J. Fos', written in a cursive style.

Peter J. Fos, Ph.D., M.P.H.
President
University of New Orleans