

June 20, 2013

**Advisory to Deans #AA2013-06**

**DEANS, EXECUTIVE ASSOCIATE DEANS, ASSOCIATE DEANS,  
ASSISTANT DEANS, AND ACADEMIC PERSONNEL ANALYSTS**

RE: Delegation of Approval authority for off-scales

Dear Colleagues:

On a pilot basis, Effective July 1, 2013, I am re delegating to the deans the authority to approve off-scale salaries of up to three steps for recruitment and retention. Requests for off-scales for equity, as well as temporary off-scales for exceptional merit will continue to be approved by the Vice Provost.

I want to emphasize that deans are still responsible for promptly notifying the Academic Affairs analysts in my office of their approval of these re delegated off-scales. It is important for reporting and data-gathering that we maintain accurate, up-to-date information.

At the end of the 2013-14 and 2014-15 academic years, we will provide you with the names and salaries of those who received off-scale salaries in your unit, with a request that you provide us with the reason and justification for each new off-scale.

Sincerely,



Maureen L. Stanton  
Vice Provost—Academic Affairs  
Professor—Department of Evolution and Ecology

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