

December 1, 2017

Advisory to Deans #AA2017-04 (Supersedes: AA2013-09)

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

Re: Delegation of authority to the Associate Vice Provost for Faculty Equity and Inclusion

Dear Colleagues:

This advisory is a notice of delegation of approval authority from the Vice Provost for Academic Affairs to the Associate Vice Provost for Faculty Equity and Inclusion, including additional delegation during periods of extended leave or vacation for the Vice Provost for Academic Affairs.

The Associate Vice Provost for Faculty Equity and Inclusion is hereby delegated signature authority and approval for:

- Review of interim recruitment reports and consultation with deans thereon
- Search waiver requests for non-Senate academic appointments

During periods of absence of the Vice Provost for Academic Affairs, as determined by the Vice Provost or Provost, the Associate Vice Provost for Faculty Equity and Inclusion may also be delegated signature authority and approval for:

- Requests for academic leaves of absence
- Receipt and notation of post-sabbatical reports
- Removal expenses
- Recalls

The Vice Provost retains approval/signature authority for all other academic personnel matters not listed above. If in the absence of the Vice Provost a decision is required on any item that is not listed above as delegated to the Associate Vice Provost, the action will be reviewed and decided by the Provost and/or Chancellor.

If you have any questions or concerns, please contact me at (530) 752-2072 or phkass@ucdavis.edu.

Sincerely,



Philip H. Kass
Vice Provost—Academic Affairs
Professor of Analytic Epidemiology,
Population Health and Reproduction (Veterinary Medicine),
and Public Health Sciences (Medicine)