Title: Provost’s Responsibilities
Date: August 2016 - Updated July 2017

Note: Section numbers below reference policy found in the Board of Trustees Policies, Chapter 4.

1. Make a decision regarding a Unit’s request to have a Unit Personnel Committee – 2.10.6
2. Receive the Dean’s final recommendations regarding personnel matters – 2.10.9
3. Receive all materials (CPC recommendation, Final Unit recommendation report, Unit discussion meeting agenda, meeting minutes, post-meeting comments, candidate materials, and other materials used by the Unit)
4. Accept or reject recommendations of Dean and, if rejected, provide written reasons to candidate, Unit, CPC, and the Dean – 2.10.10.A
5. Follow process in Section 2.13 if decision of personnel action will result in non-renewal of employment (reappointment or tenure) or promotion
6. Communicate final decision of personnel actions to candidate (2.10.4), Dean, and Unit Head