

EXECUTIVE MEMORANDUM NUMBER 13
Delegation of Administrative Authority to
Approve Academic-Administrative Personnel Actions

Subsection Number	Description	Board of Regents Approval Required	UNMC Campus Signature Authority*
#1	Authority to make appointments to positions of Vice Chancellor and Dean, and equivalent ranks.	Subject to approval by the President and the Board of Regents.	Chancellor
#2	Authority to make appointments to positions in the academic-administrative staff below the rank of Dean or equivalent, except appointments to graduate faculty status.	Delegated to the campus.	Associate Vice Chancellor for Academic Affairs; Senior Vice Chancellor for Academic Affairs
#3	Authority to approve contracts for the services of members of the academic-administrative staff.	Delegated to the campus.	Associate Vice Chancellor for Academic Affairs; Senior Vice Chancellor for Academic Affairs Associate Dean for College of Medicine (House Officer Agreements only)
#4	Authority to approve changes in salary, changes in type of appointment and changes in terms of conditions of appointment for any member of the academic-administrative staff.	Delegated to the campus.	Associate Vice Chancellor for Academic Affairs; Senior Vice Chancellor for Academic Affairs