

PART VIII

UNIVERSITY SYSTEM APPOINTMENTS

A. Administrative Appointments

1. Regular Appointments

The President of the University is appointed by the Board of Trustees with the advice of a joint committee of the Board, faculty, staff, student body, and alumni. The committee shall consist of six members of the Board, at least one of whom shall be from among the three alumni trustees, appointed by its chairperson; three members of the full-time teaching and/or research faculty of the University System, selected by a procedure determined by the University Senate; one member of the full-time staff of the University appointed by the Chairperson of the Board from a list of three staff members elected by the staff of the University; two full-time students of the University, one undergraduate and one graduate or professional student, appointed by the Chairperson of the Board from a list of three undergraduate students and three graduate or professional students selected by a procedure determined by the Student Government Association; and one member of the alumni of the University appointed by the Chairperson of the Board from a list of three alumni selected by the Board of Directors or the Executive Committee of the University of Kentucky Alumni Association. The committee shall provide opportunity for discussion between representatives of administration, faculty, staff, student and alumni groups and prospective presidential candidates.

The Provost, vice presidents, chief administrative officers of educational units (deans, directors, and chairpersons), and every administrative and professional employee of the University who is to report directly to the President or whose position is at Level 50 or above in the Administrative and Professional Classification System shall be appointed by the Board of Trustees, acting upon recommendation of the President. Except in the cases of those individuals who report directly to the President, a recommendation from an appointee's superior officer shall be obtained prior to recommending an appointment or reappointment by the Board of Trustees. Non-faculty employees other than those described above may be appointed by the President, Provost, or appropriate senior vice president. The President shall report all appointments at Levels 47 through 49 in the Administrative and Professional Classification System to the Board of Trustees. The President and the appropriate senior vice president or the Provost may delegate the power to appoint personnel whose appointments are not made by the Board of Trustees to other appropriate administrative officers.

If the Board does not accept the recommendation of the President with respect to an appointment, it shall call upon the President to make another recommendation. Likewise, the President may refuse to approve a recommendation but, in each such case, the President shall ask for a new recommendation. The same principle shall apply at all levels of the administrative organization.

2. Acting Appointments

When vacancies occur in administrative positions other than the presidency, the President or the Provost or the appropriate senior vice president may appoint acting officers to fill the positions until it is possible to make regular appointments by the established procedure. When the officer is one who does not report directly to the President, the President or the Provost or senior vice president, as appropriate, shall request a recommendation from that officer's superior. If the officer administers a college, school, department, or a community college the appropriate chancellor/vice president also shall request a recommendation from a committee which includes faculty representation from that unit. Acting appointments shall be for a maximum term of one year; however, reappointment may be made after a satisfactory review. All appointments of acting officers shall be reported to the Board of Trustees.

With the approval of the next higher administrative level, a regular administrative officer may designate a temporary officer to serve in an acting capacity for a period not to exceed four months while the regular officer is away from campus on University business or approved leave.

3. Search Committees

Recommendations on the appointment of the chief administrative officers of all educational units of the University shall be made after advice from search committees.

When vacancies in administrative positions are anticipated, search committees shall be appointed sufficiently in advance of the vacancy to avoid the appointment of an acting administrator. When unanticipated vacancies occur, search committees shall be appointed as soon as the established procedures for appointment can be carried out.

Search committees for deans of colleges shall be appointed by the appropriate Provost or Senior Vice President and Chancellor of the Medical Center after consultation with the Senate Council.

Search committees for directors of schools shall be appointed by the deans of the colleges after consultation with the appropriate faculty bodies within the colleges.

Search committees for chairpersons of academic departments shall be appointed by the deans of the colleges after consultation with (1) the associate dean or director of the school within the college if the department is in such a school; (2) the faculty of the department; and (3) the Dean of the Graduate School if the department is involved in a graduate program.

Search committees for directors of interdisciplinary institutes shall be appointed, after consultation with the Graduate Council, by the Vice President for Research, or other officer to whom administrative responsibility has been delegated.

A search committee for a president of the Lexington Community College shall be appointed by the Provost after consultation with the faculty of the College.

Search committees for chairpersons in the Lexington Community College shall be appointed by the President of the College after consultation with at least the tenured faculty members of the appropriate divisions.

Search committees shall operate under procedures prescribed by the President after consultation with the Senate Council.

Recommendations of the search committee shall be transmitted to the President through the normal administrative channels, along with the recommendation of the administrative officer responsible for the appointment. Recommendations on the appointment or reappointment of a chairperson of an academic department or division shall be accompanied by written statements from at least the tenured members of the department or division.

4. Terms of Chairpersons and Directors

a. Department Chairpersons

The term of a department chairperson's appointment shall be four years, except in the Colleges of Agriculture, Dentistry, Human Environmental Sciences, Medicine, Nursing, and Pharmacy where it shall be six years. Ordinarily, a department member will be asked to serve as chairperson for only one term. A chairperson may be reappointed, however, when the faculty advisory committee appointed to review the work of the department (AR II-1.0-6) finds that the particular circumstances and needs of the department make such a reappointment desirable. Reappointment beyond the second term may occur under exceptional circumstances when it is deemed to be in the best interests of the University. This practice may vary from discipline to discipline.

b. Chairpersons of Interdisciplinary Instructional Programs

Insofar as applicable, the rules for the appointment and reappointment of a department chairperson shall apply also to the appointment and reappointment of a chairperson of an interdisciplinary instructional program.

c. Division Chairpersons (Lexington Community College)

The division chairperson shall be appointed for a term of three years and normally shall serve for no more than three consecutive terms. Reappointment beyond the third term may occur under exceptional circumstances when it is deemed to be in the best interest of the community college and has been recommended by a faculty advisory committee.