

V. SELECTION AND APPOINTMENT OF ACTING VICE PRESIDENTS, DEANS AND CHAIRPERSONS

A. If the situation requires the designation of a person to serve as Dean or Provost & Vice President of Academic Affairs in an acting capacity, an appropriately representative group of the faculty of the major academic unit concerned or university shall be consulted before such a designation is made. It would be assumed that the designee is acceptable to faculty members with whom he/she will be dealing. Acting chairpersons shall be named by the Dean of the major academic unit with the consent of the President; acting deans of schools shall be named by the President in consultation with the Provost & Vice President of Academic Affairs.

B. It shall not be the practice to make "acting" designations to cover absences of one month or less but this shall always be done if the regular appointee expects to be absent for a period longer than one month. However, every department, school, and academic unit should have a clearly established understanding of who is responsible for the affairs of the department, school or academic unit. In selecting persons to receive "acting" designations, appropriate equal opportunity procedures will be followed.