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DESIGNATION CODE: 13-14 BEC 3  
DATE SUBMITTED: September 10, 2013

**TO:** The Academic Senate  
**FROM:** The Executive Committee of the Academic Senate  
**SUBJECT:** 2013-2014 Administrative Review Schedule  
**PURPOSE:** Action by the Senate

**BACKGROUND INFORMATION:**

As in previous years, it is the Executive Committee and Academic Senate's responsibility to review the schedule and confirm its accuracy.

The following is stated on the administrative review document:

Per [12-13 FAC 7](#) (Article III.A), "Review of the performance of each administrative officer named [...], shall be undertaken by the faculty during the fourth academic year of the officer's incumbency and during every fifth academic year thereafter."

On 10/1/13, the Executive Committee amended this document on the floor. These minor amendments were necessary because President Morishita, on September 11, 2013, announced the reestablishing of the Division of Student Affairs. Excom has amended the Administrative Review Schedule document to reflect the added Division. The Administrative Review Schedule now reflects the accurate language for the Division of Planning and Enrollment Management, and the Division of Student Affairs.

**ACTION REQUESTED:**

That the Academic Senate approve the attached 2013-2014 Administrative Review Schedule. Once approved, the review schedule will be posted to the Academic Senate's Policies and Documents page.



## 2013-2014 ADMINISTRATIVE REVIEW SCHEDULE

Per [12-13 FAC 7](#) (Article III.A), “Review of the performance of each administrative officer named [...], shall be undertaken by the faculty during the fourth academic year of the officer's incumbency and during every fifth academic year thereafter.” Administrators up for review in 2013-2014 are highlighted in blue.

DIVISION OF ACADEMIC AFFAIRS			
POSITION TITLE	POSITION HOLDER	YEAR OF APPOINTMENT or LAST REVIEW	PROPOSED YEAR OF REVIEW
Provost, VP of Academic Affairs	James Houpis	Reviewed 2012-2013	2017-2018
Associate Provost	Linda Dobb	Appointed 2009-2010*	2013-2014
Associate VP, APGS	Susan Opp	Appointed 2009-2010	2013-2014 <sup>1</sup>
Associate VP, Research & Professional Development	Vacant	Vacant	Vacant

COLLEGE DEANS/OTHER			
POSITION TITLE	POSITION HOLDER	YEAR OF APPOINTMENT or LAST REVIEW	PROPOSED YEAR OF REVIEW
CLASS	Kathleen Rountree	Appointed 2010-2011*	2013-2014
CBE	Jagdish Agrawal	Appointed 2012-2013*	2015-2016
COS	Michael Leung	Reviewed 2008-2009	2013-2014
CEAS	Carolyn Nelson	Appointed 2009-2010*	2013-2014 <sup>2</sup>
University Librarian	John Wenzler	Appointed 2013-2014	2016-2017
Associate VP, Continuing & International Education	Brian Cook	Reviewed 2012-2013	2017-2018
Executive Director, Concord Campus	Brian Cook	Interim 2011-2012	2014-2015
Coordinator of the Online Campus	Vacant	Vacant	Vacant

<sup>1</sup> UARC was not able to review in 12-13; review to be completed in 13-14

<sup>2</sup> UARC was not able to review in 12-13; review to be completed in 13-14

\*Interim appointment that became permanent

<b>DIVISION OF PEM</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
VP of PEM	Linda Dalton	Reviewed 2009-2010	2014-2015
Associate VP of Planning, Enrollment Development & Management	Greg Smith	Reviewed 2009-2010	2014-2015
Associate VP, Planning & Institutional Research	Amber Machamer	Appointed 2011-2012	2014-2015

<b>DIVISION OF STUDENT AFFAIRS</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
Acting VP Student Affairs	Stan Hebert	Appointed 2013-14	2017-2018

<b>DIVISION OF UNIVERSITY ADVANCEMENT</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
VP University Advancement	Ara Serjoie	Appointed 2013-2014	2016-2017
AVP for Development	Vacant	Vacant	Vacant

<b>DIVISION OF ADMINISTRATION AND FINANCE</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
VP of Administration & Finance and Chief Financial Officer	Brad Wells	Appointed 2011-2012	2014-2015
AVP of Information Technology Applications and Support	Borre Ulrichsen	Appointed 2011-2012	2014-2015
AVP Financial Services Department	Darrell Hayden	Appointed 2013-2014	2016-2017

*\*Interim appointment that became permanent*

AVP, Facilities Development	James Zavagno	Appointed 2012-2013	2015-2016
AVP, Risk Management and Internal Control	Nyassa Love	Appointed 2005-2006*	TBD by Excom

<b>DIVISION OF INFORMATION AND TECHNOLOGY</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
Chief Information Officer	Vacant	Vacant	Vacant

**Proposed division and schedule for new UDO position:**

<b>OFFICE OF THE PRESIDENT</b>			
<b>POSITION TITLE</b>	<b>POSITION HOLDER</b>	<b>YEAR OF APPOINTMENT</b>	<b>PROPOSED YEAR OF REVIEW</b>
University Diversity Officer	Dianne Rush Woods	Appointed 2013-2014	2016-2017

\*Interim appointment that became permanent