

Levels of Approval

| Action Requested | Department | Dean | Academic Affairs | Board |
|-----------------------------------------------------------------------------------------|------------|------|------------------|-------|
| administrative compensation | | X | X | |
| appointment at senior rank, all tracks | X | X | X | |
| appointment with prior service credit | X | X | X | |
| appointment, associate, assistant dean | | X | X | |
| appointment, associate, assistant, vice chair | X | X | | |
| appointment, center director, college | X | X | X | X |
| appointment, center director, university | X | X | X | X |
| appointment, dean | | | X | X |
| appointment, department chair | | X | X | X |
| appointment, endowed chair/professorship | X | X | X | X |
| appointment, faculty joint appointment MOU | X | X | X | |
| appointment, faculty, adjunct, compensated | X | X | | |
| appointment, faculty, adjunct, uncompensated | X | | | |
| appointment, faculty, auxiliary | X | X | | |
| appointment, faculty, clinical track, junior rank | X | X | | |
| appointment, faculty, research track, junior rank | X | X | | |
| appointment, faculty, tenure track, junior rank | X | X | | |
| appointments, promotion, and tenure document | X | X | X | |
| business meal policy, deviation from, pre-approval, dean | | | X | |
| conversion from 12 to 9 month appointment not using 12/9 salary ratio | X | X | X | |
| conversion from 9 to 12 month not using 9/12 salary ratio | X | X | X | |
| counter offer | X | X | X | |
| emeritus status | X | X | X | X |
| exceptions to expenditure policy, dean | | | X | |
| exclusion from the probationary period | X | X | X | |
| extension of the probationary period for part-time faculty | X | X | X | |
| extra compensation, faculty | X | X | X | |
| faculty appointment, letter of offer after May 1 to person at AAU institution | X | X | X | |
| faculty professional leave | X | X | X | X |
| faculty professional leave, changes to/cancellation | X | X | X | X |
| leave of absence, dean | | | X | |
| leave of absence, faculty, paid , >10 consecutive work days | X | X | X | |
| leave of absence, faculty, paid, <10 consecutive work days | X | X | | |
| leave of absence, faculty, unpaid | X | X | X | X |
| leave of absence, faculty, unpaid, changes to/cancellation | X | X | X | X |
| leave of absence, unpaid, entrepreneurial (1) | X | X | X | X |
| leave of absence, unpaid, entrepreneurial, changes to/cancellations | X | X | X | X |
| meals and entertainment expenses >\$200/person, pre-approval, dean | | | X | |
| nonrenewal of probationary clinical or research track faculty in colleges with units | X | X | | |
| nonrenewal of probationary clinical or research track faculty in colleges without units | | X | | |
| nonrenewal of probationary tenure track faculty in colleges with units (2) | X | X | | |
| nonrenewal of probationary tenure track faculty in colleges without units | | X | X | |
| off-cycle promotion | X | X | X | X |
| off-cycle salary increase | X | X | X | |

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| offer contrary to advertised salary/rank | X | X | X | |
| paid external consulting, dean | | | X | |
| paid external consulting, faculty | X | X | | |
| pattern of administration | X | X | X | |
| personal reimbursements, dean | | | X | |
| promotion | X | X | X | X |
| reappointment after 4th year review in colleges without units | | X | X | |
| reappointment after 4th year review in colleges with units (3) | X | X | | |
| reappointment of clinical or research track faculty in colleges with units (3) | X | X | X | X |
| reappointment of clinical or research track faculty in colleges without units (3) | | X | X | X |
| reduction in FTE | X | X | | |
| reemployment of tenure track following nonrenewal or denial of tenure | X | X | X | |
| requirement for national search | X | X | X | |
| salary equity/market adjustment | X | X | X | |
| special research assignment | X | X | | |
| tenure | X | X | X | X |
| transactions for purchase of goods/services, dean | | | X | |
| transfer from tenure track to clinical or research track | X | X | X | |
| transfer of campus (4) | X | X | X | |
| transfer of TIU | X | X | X | |
| travel pre-approval, dean | | | X | |
| travel requests/reimbursements, dean | | | X | |

(1) Also requires approval by the Office of Technology Licensing.

(2) For regional campus faculty this requires approval of regional campus dean and college dean.

(3) OAA will approve new contracts for clinical and research track faculty recommended by the dean without review.

(4) Requires approval of college dean and regional campus dean.