

COLORADO STATE UNIVERSITY SYSTEM

Policy and Procedures Manual

SUBJECT: GOVERNANCE

Policy 122: CSUS Board Appointments Policy

Board Policy

In accordance with C.R.S. § 23-30-113, the Board has authority over all personnel matters relating to the Colorado State University System (CSUS) and its institutions and has delegated the authority – with certain reservations – to the Chancellor and the Presidents. Unless modified herein, all prior delegations of authority remain as set forth in specific Board resolutions. Further, C.R.S. § 24-50-135 *et seq.*, authorizes the Presidents of public higher education institutions, or their designees, to determine which administrative positions are exempt from the State personnel system. Also, Board Policy and procedures for appointments provide for different types of appointments depending on the category and function of the appointee, reserving to itself the appointment of the Chancellor; and on the recommendation of the Chancellor, the campus Presidents and CSUS Officers, as defined in Policy 105 and 106.

Employee groups include:

1. Administrative Professionals;
2. Academic Faculty; and
3. State of Colorado Classified Staff.

Procedures:

1. Administrative Professionals:
 - a. The Board has delegated to the Chancellor the authority to appoint and terminate administrative and professional personnel to the CSUS, except the General Counsel and Auditor; and to the Presidents the authority to appoint and terminate members of the administrative and professional personnel of their campuses. The Board delegates to the Chancellor final authority to approve appointments and terminations of the institutional senior executive officers – i.e., Vice Presidents, Deans, and other direct reports to the Presidents – of the campuses on the recommendations of the Presidents. Institutional restructuring that impacts senior executive officer positions must also be approved by the Chancellor.
 - b. The Chancellor and the Presidents administer salary increases for administrative professionals in accordance with Board approved guidelines and Board approved annual budgets and report the results to the Board, as appropriate.
 - c. The Chancellor and Presidents maintain annual evaluation and

performance assessment processes for all administrative professional personnel for the purpose of performance improvement, salary administration, and renewal of appointments.

- d. The Chancellor informs the Board, and the Presidents inform the Chancellor and the Board, of actual or impending vacancies and searches affecting the senior executive officers of the CSUS or the institutions.

2. Academic Faculty:

- a. The Board has delegated the authority for all faculty appointments and terminations to the campus Presidents.
- b. The Presidents provide annual staffing reports of academic faculty to the Chancellor and the Board.
- c. The Presidents administer salary increases for academic faculty in accordance with Board approved guidelines and Board approved annual budgets and report the results to the Chancellor and the Board.
- d. The Presidents maintain annual evaluation and performance assessment processes for all academic faculty for the purpose of performance improvement, salary administration, and renewal of appointments, including post tenure review at least once every five (5) years for tenured members of the faculty.

3. State of Colorado Classified Staff:

- a. The Board has delegated to the Chancellor and the Presidents the authority to administer the State of Colorado State Classified System for the CSUS and the campuses, as appropriate.
- b. The Chancellor and the Presidents provide annual staffing patterns for classified staff to the Chancellor and the Board, as appropriate.
- c. The Chancellor and the Presidents administer salary increase procedures for the classified staff in accordance with State rules and legislative direction and report the results to the Chancellor and the Board, as appropriate.

History: Amended by Board Resolution on May 3, 1995
Amended by Board Resolution on December 2, 2002
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