

UNIVERSITY OF KENTUCKY ADMINISTRATIVE REGULATIONS	IDENTIFICATION AR I-1.0-1	PAGE 1
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UNIVERSITY OF KENTUCKY ADMINISTRATIVE ORGANIZATION

I. Introduction - General Organization

II. The President

A. Functions and Responsibilities of the President

B. Positions within the Office of the President

1. The Provost
2. Executive Vice President for Finance and Administration
3. Executive Vice President for Health Affairs
4. Director of Athletics
5. General Counsel
6. Vice President for Commercialization and Economic Development
7. Vice President for Institutional Advancement
8. Vice President for Institutional Research, Planning and Effectiveness
9. Vice President for University Engagement
10. Vice President for Institutional Diversity

III. Organizational Charts

I. Introduction and General Organization

The Board of Trustees has full legal authority and responsibility for the governance of the University. The President is the chief executive officer of the University with broad authority delegated from the Board. The President is responsible for all official communication with the Board of Trustees and external agencies and has specific responsibilities for the policy, planning, and development functions of the institution.

On July 5, 2001, the University of Kentucky was reorganized into a Provost Model. The basic objective of the reorganization was to integrate and centralize the academic, research and financial missions of the University. To that end it was necessary to consolidate the executive leadership across the University under the umbrella of “one university.” (Prior History – Appendix A)

The Provost Model includes a Provost, an Executive Vice President for Finance and Administration, and an Executive Vice President for Health Affairs. The Provost and the executive vice presidents report directly to the President, have broad authority delegated from the President and comprise the chief administrative team that directs the activities of the University. The Provost is the chief academic officer for the University and oversees the research activities of the University. The Executive Vice President for Finance and Administration directs and oversees the resources of the University. The Executive Vice President for Health Affairs directs and oversees the clinical enterprises of the health care colleges and the University Hospital.

II. The President

A. Functions and Responsibilities of the President

1. The President is the chief executive officer of the University and is delegated broad authority from the Board of Trustees to administer the academic, administrative, and financial operations of the University. The President is responsible for all official relationships and communication with the Board of Trustees.
2. The President is responsible for all official University relationships and communication with international, federal, state, and local government agencies, including related policy, legal, planning, and budgetary matters.
3. The President is responsible for University policy and planning, as well as the coordination of academic (instruction, research and service), student, business, and administrative services across the University. The President is also

responsible for the management and interpretation of all Board and University policies and regulations.

B. Positions within the Office of the President

The major positions within the Office of the President, responsible for carrying out the functions and responsibilities of the President, include the following:

1. The Provost

(a) The Provost provides oversight, general direction, and coordination of all academic affairs of the colleges, academic programs, and student affairs for the University. The Provost is the chief academic officer for the University. The Provost reviews the quality and effectiveness of the academic programs and prioritizes new and continuing educational needs, initiatives, and opportunities for the University, subject to the coordination and approval of the President, Board of Trustees, and Council on Postsecondary Education. The Provost also provides general planning, guidance, review, and coordination for all of the University's endeavors in graduate education. The Provost shall seek the advice of the University Senate Council, except under extraordinary pressure of time, on the significant reduction, deactivation, or discontinuance of academic programs before recommending on such to the President.

(b) The Provost is responsible for developing and implementing, as appropriate, plans, policies, and procedures for student programs and services. The Provost provides oversight, general direction, and coordination of the student affairs activities of the colleges, academic programs, and student services for the University. Student services include Financial Aid, Admissions, Recruitment, Counseling and Testing, the Registrar, and University Health Services. Student Affairs includes major non-academic activities and programs such as residential life, student activities, career services, counseling services, and the Student Center.

(c) The Provost is responsible for faculty employee functions, maintains the official academic records of all faculty members, and has the authority to manage the employment (recruitment and appointment), promotion, tenure, termination, and leave approval for the faculty. The Provost reviews and recommends to the President and the Board on faculty appointment, reappointment, and tenure. In the exercise of these functions the Provost is subject to University policies and procedures.

Certain faculty employee actions also require approval by the President and the Board of Trustees.

(d) The Provost oversees the research activities of the University. As such, the Provost is responsible for ensuring the growth and development of the University's research programs and facilitates the University's role as a major research institution. The Provost provides oversight for research multidisciplinary centers and institutes, research support units, and program assistance to individual faculty and academic research units. The Provost is responsible for ensuring University compliance with governmental regulations relating to the conduct of research.

2. Executive Vice President for Finance and Administration

(a) The Executive Vice President for Finance and Administration is the chief financial officer for the University. As such, the Executive Vice President for Finance and Administration oversees the fiscal resources of the University and is responsible for the financial, accounting, and budgetary reporting procedures and systems of the University and for ensuring compliance with University and external fiscal requirements.

(b) The Executive Vice President for Finance and Administration is responsible for the planning, development, and operations of the physical resources of the University. The Executive Vice President for Finance and Administration directs and oversees the human, physical, administrative and technological resources of the University according to the priorities established by the President and the Board of Trustees. The major organizational units within the Office of the Executive Vice President for Finance and Administration include such areas as Auxiliary Services, Parking and Transportation, Campus Services, Public Safety, Facilities Management, Human Resources, Information Technology, Institutional Equity, Internal Audit, the Treasurer and Controller, UK Work-life, and Planning, Budget and Policy Analysis.

3. Executive Vice President for Health Affairs

(a) The Executive Vice President for Health Affairs is the chief operating officer for the University's clinical enterprise. The Executive Vice President for Health Affairs is responsible for the planning, development, and operations of the clinical enterprise, according to the priorities established by the President and the Board of Trustees. The clinical enterprise encompasses and integrates all the patient care activities of the University including the University Hospital, Kentucky Children's

Hospital, Kentucky Clinics, Gill Heart Institute, Markey Cancer Center, Kentucky Neuroscience Institute and the clinical activities of the colleges of medicine, dentistry, nursing, pharmacy, public health, and health sciences.

(b) The Executive Vice President for Health Affairs is also responsible for the oversight and management of the faculty practice plans and physician practice management for the University's health care providers. The Executive Vice President for Health Affairs works directly with, and in support of, other officials of the clinical enterprise, deans of medical colleges, officers of the faculty practice plans, University officials, medical staff members, and community and state officials.

4. Director of Athletics

The Director of Athletics is responsible for managing the intercollegiate athletics programs of the University and related functions. The Director of Athletics is responsible for intercollegiate athletics, financial management, and compliance with University, Southeastern Conference (SEC), and National Collegiate Athletic Association (NCAA) rules and regulations.

5. General Counsel

The General Counsel is responsible for providing comprehensive legal services to the University and its affiliated corporations, including the President, the Board of Trustees, the faculty, staff, and students on University matters. The Office of Legal Counsel provides legal services including: risk and liability evaluation and prevention, representation in University legal matters and proceedings, advice on the legal implications of proposed policies and actions, counsel on compliance with state and federal laws and University regulations, drafting or reviewing of University contracts, and coordination of the University's real, personal, and intellectual property interests.

6. Vice President for Commercialization and Economic Development

The Vice President for Commercialization and Economic Development oversees economic development efforts throughout the University and helps create collaborative efforts among the University's researchers. The Vice President is responsible for translating the research done in University labs and on campus into commercially valuable information and technology. The Vice President is also responsible for developing partnerships with local and state government agencies to assist in economic development activities, such as attracting businesses to Kentucky and facilitating joint research projects with private

companies and the state. The Vice President manages university-affiliated research entities, such as Kentucky Technology, Inc., Coldstream Campus, and on-campus incubators.

7. Vice President for Institutional Advancement

The Vice President for Institutional Advancement is responsible for building partnerships and fostering relationships between the university and the many constituencies it serves, including organizations in the community, media, government and alumni. The Vice President for Institutional Advancement is responsible for offices that include Alumni Affairs, Development, Community Relations, Government Relations, Public Relations, and University of Kentucky Radio (WUKY).

(a) The Office of Public Relations provides services to the University that include internal and external communication, media relations, public relations counseling, crisis management, web design, and the writing, editing, and design of University publications. The Director of Public Relations shall be the official spokesperson for the University. All media releases shall be approved by the Office of Public Relations and all media inquiries shall be directed to the University Office of Public Relations. All University publications in any medium shall be approved by the University Office of Public Relations.

(b) The Office of Government Relations manages all official relationships with federal, state and local government agencies and entities on behalf of the University. Individual employees are not authorized to speak or act as representatives of the University to elected leaders or other government entities on issues that relate to policies or legislation affecting the University, without first obtaining approval from the Office of Government Relations. The Office shall provide logistical support, background assessments and other assistance, as necessary.

(c) The Office of Development coordinates all University development efforts and provides development services to the University. The Office of Development provides opportunities and assistance to individuals, corporations, and foundations who wish to make financial contributions to the University. The Office acknowledges and receipts all gifts for the University.

(d) The Office of Alumni Affairs is responsible for the oversight, planning and coordination of alumni affairs programs for the University and for the coordination of alumni affairs programs in the colleges. The

Office coordinates its efforts, whenever possible, with the University of Kentucky Alumni Association, an independent, non-profit 501(c)(3) corporation. The University of Kentucky Alumni Association is the official record keeper for alumni records.

8. Vice President for Institutional Research, Planning, and Effectiveness

The Vice President for Institutional Research, Planning and Effectiveness is responsible for coordinating university-wide institutional research and effectiveness activities in support of executive decision-making, strategic planning and evaluation, and quality enhancement. The Vice President for Institutional Research, Planning and Effectiveness is responsible for ensuring University compliance with state and federal accountability and reporting requirements and with the regional accreditation standards of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS). In fulfillment of these responsibilities, the Vice President for Institutional Research, Planning and Effectiveness collaborates with Information Technology to ensure data quality and timely access to institutional data maintained in university-wide administrative databases.

(a) The Office of Institutional Research is responsible for establishing and maintaining the University's official data on students, faculty and staff, disseminating official data to the University community, and conducting surveys and research projects that inform planning and policy decisions.

(b) The Office of Assessment is responsible for supporting educational and administrative units in their planning and assessment efforts, promoting a culture of assessment, and facilitating quality enhancement throughout the University.

9. Vice President for University Engagement

The Vice President for University Engagement is responsible for connecting UK faculty, staff, and students with communities, government, schools, businesses, health care providers, and others to address Kentucky's priority needs, advance economic opportunity, enhance health, education, and the environment and elevate the quality of life. The Vice President for University Engagement assists university collaborative ventures with external partners to advance the Commonwealth and its people.

10. Vice President for Institutional Diversity

The Vice President for Institutional Diversity is the senior administrative officer responsible for promoting collaboration across faculty, staff, administration, and students in earnest pursuit of the University's diversity goals as articulated by the President and Provost. The Vice President for Institutional Diversity is charged with advising the President and Provost on implications of all academic, fiscal, and administrative policy decisions on the University's diversity goals; and with developing, implementing, and evaluating of the University's diversity plan in close collaboration with all relevant governance and administrative groups within the university.

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References:

GR I - The University of Kentucky

GR II - Governance of the University of Kentucky

GR III - The President of the University

KRS 164.120 - Colleges maintained.

KRS 164.210 - Colleges, departments and bureaus determined by trustees.

KRS 164.220 - Appointment, salaries, and retirement benefits of university personnel.

KRS 164.260 - Purchase or condemnation of property.

Appendix “A”

History (from prior version of AR I -1.0-1, 6/19/01):

On July 1, 1982, the University of Kentucky was reorganized into three chancellor sectors (the Community College System, the Lexington Campus, and the Medical Center) and the Central Administration. The basic objective of the reorganization was to place responsibility for operational decisions and supervision of support services closer to the program units of the University.

The Board has full legal authority and responsibility for the governance of the University. The President is the chief executive officer of the University with broad authority delegated from the Board of Trustees. The Lexington Campus and Medical Center sectors are headed by chancellors who are responsible to the President and who have delegated authority from the President.

The Central Administration is responsible for University-wide functions such as policy, planning, external relations, financial management, construction, human resources, and purchasing. Research and Graduate Studies and Information Systems also serve all sectors of the University as a part of the Central Administration.

The chancellors are the chief academic officers for their sectors of the University and serve the role of provost for their sectors. The chancellors are the chief operating officers for their sectors and have responsibility for day-to-day sector operational functions, including programs, student services, and sector business and administrative support services. Some service and operational functions which report to one of the chancellors do serve other sectors of the institution. In each such case, a description of the services to be provided and the approximate percentage of effort to be allocated for those services will be established, and the other chancellors to whose sectors services are provided will be involved in the evaluation of the unit providing the services. Central Administration provides coordination in instances where services are provided by one sector for the others, and the level of such services or the budget for them will not be reduced without approval by the President.