

# PR 3

Office of the President  
September 13, 2011

Members, Board of Trustees:

## PERSONNEL ACTION – ATHLETICS DEPARTMENT

Recommendation: that the report of the employment of Kirby Willoughby as a Graduate Assistant in the University of Kentucky's Athletics Department be accepted. Mrs. Willoughby is the daughter of Mitch Barnhart, Director of Athletics.

Background: The Governing Regulations, Part X, of the University of Kentucky (GR X) states:

...no relative of the Provost, or any associate provost, executive vice president, vice president, or associate vice president shall be employed in a position in that officer's administrative area... "Relatives," as used above, include parents and children.

The Director of Athletics is not specifically listed in GR X. In addition, it is unclear whether graduate assistants are "employees" for the purposes of GR X. The President and the Director of Athletics agreed that in the absence of clear regulatory guidance, it is in the best interest of the University to report the appointment of Mrs. Willoughby as a Graduate Assistant to the Board of Trustees.

Kirby Willoughby applied for the Graduate Assistantship in the Department of Athletics that has a duration of no more two years. Mrs. Willoughby was tentatively selected following a formal application process open to all parties interested in the Assistantship. A formal offer of the Assistantship would be extended to Mrs. Willoughby should the Board of Trustees accept this PR.

Like all graduate assistants across the University, Mrs. Willoughby's academic performance will be overseen by the Office of the Dean of the Graduate School (Dr. Jeannine Blackwell). Mrs. Willoughby's performance of functions for the Department of Athletics will be supervised by Stephanie Tracey-Simmons, who reports to Marc Hill. Mr. Hill reports to Mr. Barnhart. So Mrs. Willoughby will be two levels removed from her father. Any incidents requiring review beyond her supervisor would be directed to the Dean of the Graduate School, who reports to the Provost.

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Action taken:     Approved     Disapproved     Other \_\_\_\_\_