



## Administrative Regulation 1:1

Responsible Official: President

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## University of Kentucky Administrative Organization

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## I. Introduction

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The Board of Trustees has full legal authority and responsibility for the governance of the University. Through the *Governing Regulations*, the Board has delegated to the President full authority and responsibility over the administration of the academic, athletic, administrative, and financial operations of the University. The President may delegate any of the President's assigned authorities or responsibilities to any faculty member or staff employee of the University and may utilize subordinate administrative officers as appropriate. All administrative officers, including but not limited to the Provost, executive vice presidents, vice presidents, deans, directors, and other subordinate officers, are subject to the supervision and direction of the President. (See *Governing Regulation III*)

This Administrative Regulation delineates the basic administrative organization of the University of Kentucky as determined by the President, identifies the positions that report directly to the President, and defines the duties and responsibilities delegated to the individuals holding those positions.

## II. Entities Affected

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This regulation applies to all units of the University.

## III. Administrative Organization

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On July 5, 2001, the Board of Trustees reorganized the University of Kentucky into a Provost organizational 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.” (For Prior History, see Appendix)

The Provost model includes a Provost, an Executive Vice President for Finance and Administration, an Executive Vice President for Health Affairs, Vice Presidents, a General Counsel, and a Director of Athletics, which all report directly to the President. The individuals holding these positions have broad authority delegated from the President and comprise the chief administrative team that directs the activities of the University.

## IV. Positions Reporting Directly to the President

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### A. The Provost

1. The Provost is the chief academic officer for the University. The Provost and associated offices are responsible for supporting and advancing academic programs, teaching, and scholarship at the University. The Provost provides oversight, general direction, and coordination of all academic affairs of the colleges, academic programs, and student and academic life for the University.
2. 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.
3. 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 and academic life activities of the colleges, academic programs, and student services for the University. Student services include Financial Aid, Admissions, Recruitment, and the Registrar. Student and academic life includes major non-academic activities and programs such as residential life, student activities, career services, counseling services, and the Student Center.
4. 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.
5. The Provost, along with the Vice President for Research, oversees the research activities of the University. They are responsible for ensuring the growth and development of the University's research programs and facilitates the University's role as a major research institution.

### B. Executive Vice President for Finance and Administration

1. The Executive Vice President for Finance and Administration (EVPFA) is the chief non-academic administrative officer and chief financial officer for the University. As such, the Executive Vice President for Finance and Administration is responsible for management, direction, control, coordination, planning

and leading the financial and administrative functions of the University. The position is also responsible for the financial, accounting, and budgetary reporting procedures and systems of the University and for ensuring compliance with University and external fiscal requirements.

2. The Executive Vice President for Finance and Administration directs the planning and development of the budget, provides administrative services, allocates fiscal and physical resources, and manages the elements of fiscal accountability necessary to accomplish the University's strategic mission. The Executive Vice President for Finance and Administration is responsible for the oversight and management of the human, physical, and administrative resources of the University according to the priorities established by the President and the Board of Trustees. The major organizational units reporting to the Office of the Executive Vice President for Finance and Administration include such areas as University Budget Office, Facilities Management, Human Resources, Information Technology, Office of the Treasurer, Institutional Equity and Equal Opportunity, Auxiliary Services, Housing, Dining, Bookstore, Purchasing, Coldstream Research Campus, Internal Audit, Risk Management, Public Safety, Parking and Transportation, and UK Police and Environmental Health and Safety .

#### C. Executive Vice President for Health Affairs

1. The Executive Vice President for Health Affairs is the chief operating officer for the University's health care enterprise. The Executive Vice President for Health Affairs is responsible for the planning, development, and operations of the health care enterprise, according to the priorities established by the President and the Board of Trustees. The health care enterprise encompasses and integrates all the patient care activities of the University including the University Chandler Hospital, Good Samaritan Hospital, Kentucky Children's Hospital, Kentucky Clinics, Gill Heart Institute, Markey Cancer Center, Kentucky Neuroscience Institute and the health care activities of the University Health Service and the Colleges of Medicine, Dentistry, Nursing, Pharmacy, Public Health, and Health Sciences.
2. 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 health care enterprise, deans of medical colleges, officers of the faculty practice plans, University officials, medical staff members, and community and state officials.

#### D. Vice President for Research

1. The Vice President for Research works with educational units for the enhancement of the University's research programs. The Vice President for Research is responsible for planning, development, and operation of the Office for Research, which is comprised of the following: The Office of Intellectual Properties Development, Office of Fiscal Affairs, Office of Sponsored Projects Administration, Office of Sponsored Program Development, Office of the University Veterinarian, Division of Laboratory Animal Resources, and multidisciplinary research centers and institutes (unless specifically delegated otherwise).
2. The Vice President for Research is the institutional official responsible for adherence of University research to governmental regulations, for fiscal operations related to extramural grants and contracts, and for the responsible conduct of research. The Vice President for Research oversees research support units that are responsible for the planning, development, and operations of research and creative work, including the offices of Fiscal Affairs, Sponsored Projects Administration, Research Integrity, Research Communications, Research Information Systems, Proposal Development, Intellectual Property and Technology Transfer, the Attending Veterinarian, and the Division of Laboratory Animal Resources. The Vice President for Research facilitates the development and support of research programs across the institution through a variety of mechanisms, including support of research support cores and multidisciplinary Research Centers and Institutes. The Vice President for Research also serves as the Executive Director for the University of Kentucky Research Foundation (UKRF).

#### E. 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.

#### F. General Counsel

The General Counsel serves as attorney, counselor, and problem-solver. As an attorney, the General Counsel is responsible for providing comprehensive legal services to the University and its affiliated corporations, including the President, the Board of Trustees, all divisions and departments, and faculty, staff, and students who are acting for the University. As a counselor, the General Counsel provides proactive strategic policy advice on issues confronting all University administrators. As a problem-solver, the General Counsel and professionals under the General Counsel's direction provide legal services including: risk and liability evaluation and prevention, representation in all adversarial 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.

#### G. Vice President for University Relations

The Vice President for University Relations 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 Office has the primary responsibility for both internal and external communications and management of issues relating to the University as a whole. The responsibilities of University Relations include Community Engagement Government Relations, Public Relations and Marketing, and University of Kentucky Radio (WUKY).

1. The Office of Public Relations and Marketing 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 Executive Director of Public Relations is the official spokesperson for the University. All media releases must be approved by the Office of Public Relations and Marketing and all media inquiries must be directed to the University Office of Public Relations. All University publications in any medium must be approved by the Office of Public Relations.
2. The Office of Government Relations manages all official relationships with 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 of Government Relations provides logistical support, background assessments, and other assistance, as necessary.

#### H. Vice President for Philanthropy

The Vice President for Philanthropy is responsible for the management, planning, stewardship, and coordination of all University philanthropy efforts and for fundraising services to the University. The Vice President for Philanthropy works closely with the President and the administration in identifying and achieving fundraising priorities of the University. The Office of Philanthropy provides philanthropic oversight to all colleges, centers, programs, academic and administrative units, and affiliated foundations. The Office provides opportunities and assistance to individuals, corporations, trusts, and foundations who wish to make charitable gifts and charitable grants to the University. In this role, the Office manages certain centralized philanthropy functions for the benefit of the University at large. These include Alumni Relations, Principal and Planned Gifts, Corporate and Foundation Relations, Donor Prospect Management and Development, Fellows Society Recognition, Philanthropy Communications, Annual Giving, and Gift Receiving, which acknowledges and receives all gifts for the University. These central functions are performed in conformity with Office of Philanthropy policies and procedures, and Business Procedures Manual E-22.

The Vice President for Philanthropy is responsible for the management, planning, and coordination of alumni programs for the University and for the oversight of alumni programs in the colleges, and is the official record keeper for alumni records. The Office of Philanthropy 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.

#### I. Vice President for Institutional Diversity

The Vice President for Institutional Diversity is responsible for promoting collaboration across students, faculty, staff, and administration in 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, Provost and other University officials on the impact of academic, fiscal, and administrative policy decisions relating to diversity goals and leads efforts to fully integrate diversity and inclusion in every area of our campus community, including the HealthCare Enterprise. The Vice President for Institutional Diversity is also charged with developing, implementing, and evaluating the University's diversity plan in close collaboration with all relevant governance and administrative groups within the University.

## V. Organizational Charts

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Office of the President: <http://www.uky.edu/regis/files/org/Jan2013Pres.pdf>

Others: <https://www.uky.edu/regis/orgchart>

## References and Related Materials

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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

GR Part I - The University of Kentucky

GR Part II - Governance of the University of Kentucky

GR Part III - The President of the University

## Revision History

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3/11/1986, 9/5/1991, 8/12/1993, 8/19/1994, 11/6/1996, 1/14/1998, 8/18/1998, 11/23/1999, 6/15/2000, 1/1/2001, 6/19/2001, 2/19/2007, 3/17/2009, 10/13/2017

For questions, contact: [Office of Legal Counsel](#)

## Appendix

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History (from prior Administrative Regulation 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.”