



APPENDIX

P&A Employee Summary Chart – Authorities/Responsibilities and Degree/Experience Descriptors

Related Policy: *Appointments of Academic Professional and Administrative Employee*

Appointment Subgroup	Typical Authorities/Responsibilities	Degree and Experience
Academic Professional Appointments	<ul style="list-style-type: none"> • Parallel disciplinary faculty in having the requisite preparation and specialized knowledge of theory and literature pertinent to an academic discipline or field, as well as relevant research methodologies • Have expertise and experience or disciplinary practice analogous to the faculty • Exercise independent professional judgment • Engaged in teaching, research, service, and in a wide variety of other professional functions of the University 	<ul style="list-style-type: none"> • Baccalaureate (required) • Advanced degree (usually) • State licensure (if required by the position, such as for physicians, dentists, or psychologists.) • Demonstrated skills and experience in administration or practice in the field after obtaining the degree
Academic Administrative Appointments	<ul style="list-style-type: none"> • Involved in policy development and execution, and in directing, coordinating, or supervising activities of the University • Have a span of control and influence (often responsible for developing and modifying programs or policies impacting across many units system-wide) • Have a high level of decision making authority (exercise discretion and independent judgment in matters of significance); • Make decisions that have a campus, college, or administrative unit or system-wide impact. • Provide oversight and accountability for system operations and/or academic and academic support units with responsibilities academic in nature, focusing on areas such as curriculum, research, libraries, or faculty and academic employee personnel systems. • May also hold direct responsibilities for the teaching and/or research activities of a University department or college. Academic administrative personnel may be line officers or staff 	<ul style="list-style-type: none"> • Baccalaureate (required) • Demonstrated skills and experience in administration or practice in the field after obtaining the degree
Professionals-in-Training Appointments	<ul style="list-style-type: none"> • Involved in research and/or teaching. • Hold internships, residencies or are otherwise involved in further training in a disciplinary field. Note: some of the positions carry eligibility for tuition benefits. 	<ul style="list-style-type: none"> • Baccalaureate (required) • Advanced degree (required)