

**Executive Memorandum No. 13**

**Delegation of Administrative Authority to Approve Certain Personnel Actions**

Pursuant to Sections 2.1 and 3.2 of the Bylaws of the Board of Regents of the University of Nebraska, the President hereby delegates the following authority to each Chancellor with respect to personnel under his or her jurisdiction, effective as of December 15, 2015:

1. Authority to make appointments to the positions of Vice Chancellor and Dean, subject to

The authority herein delegated shall be exercised in strict compliance with the requirements of the Bylaws of the Board of Regents and University and campus personnel policies and regulations governing personnel actions for members of the Professional Staff. Personnel actions prepared pursuant to the authority herein delegated shall be implemented so as to take effect on

[REDACTED]

or after the date the personnel action is approved. Retroactive appointments and salary increases are prohibited unless expressly approved by the President.

Each Chancellor may further delegate all or any portion of the authority described above to the appropriate Vice Chancellor or Vice Chancellors; provided, that each such further delegation of authority to approve personnel actions shall be documented in writing, signed by the Chancellor and filed of record with the Corporation Secretary before the same shall be effective.

Not later than fifteen days after the end of every calendar quarter, each Chancellor shall submit

[REDACTED]