



Board of Trustees

Policy Statement
University Policy Library

Operational Area:	Employment
Responsible Executive:	President
Responsible Office:	President's Office
Effective:	February 1, 2021

Presidential Authority Over Personnel Matters

Employment

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I. Introduction

- A. **Authority:** C.R.S. § 23-54-102, *et seq.* (2021) authorizes the Trustees of Metropolitan State University of Denver ("MSU Denver" or "University") to establish rules and regulations to govern and to operate the University and its programs. The MSU Denver Trustees retain authority to approve, to administer, and to interpret policies pertaining to University governance. The MSU Denver Trustees authorize the MSU Denver President to approve, to administer, and to interpret policies pertaining to University operations.
- B. **Purpose:** This policy states which personnel matters are retained by the MSU Denver Board of Trustees or delegated to the MSU Denver President.
- C. **Scope:** This policy applies to the MSU Denver Trustees and President.

II. Roles and Responsibilities

- A. **Responsible Executive:** President
- B. **Responsible Administrator:** President
- C. **Responsible Office:** President's Office
- D. **Policy Contact:** President's Office, 303-615-0060



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III. Policy Statement

A. Retained Powers

1. For the purposes of this policy, "professional personnel" means professional personnel as defined in the Faculty Handbook and the Staff Handbook, and includes all personnel offered employment or employed as probationary faculty members, tenured faculty members, administrative personnel, administrative/regular personnel and temporary personnel.
2. The Board of Trustees retains the following personnel powers:
 - a. All powers relating to the appointment, employment, compensation, evaluation and termination of the President.
 - b. The power to award or deny tenure to the President, and all newly appointed or currently employed professional personnel recommended for tenure by the President.
 - c. The power to appoint and/or enter into initial employment contracts with all non-temporary faculty members and administrative personnel. The President is authorized to execute such contracts on the Board's behalf; however, no appointments or initial employment contracts shall be binding or effective unless and until approved by the Board.
 - d. The power to authorize a reduction in force for one or more of the reasons listed in the Board policy on Reductions in Force.
 - e. The power to dispose of complaints or grievances as may be appealed to the Board under the procedures established under applicable Handbook and Board policies.
 - f. The power to confer emeritus status on retiring professional personnel.
 - g. The power to award honorary degrees and make other awards to persons outside the University.



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B. Delegated Powers

Except as specifically set forth above, the Board of Trustees delegates any other powers and/or duties over professional personnel matters to the President of the University.

C. Sub-delegation

As may be authorized by applicable Handbook, other Board policies, or by Presidential directive, the personnel powers delegated to the University President by this policy may be sub-delegated to subordinate officers or employees of the University.

D. Reporting and Accountability

At each regularly scheduled meeting of the Board, the President shall report as informational items all personnel actions occurring since the preceding regularly scheduled Board meeting on standardized personnel forms approved by the President.

IV. History

A. **Effective:** February 1, 2021

B. **Revised:** This policy supersedes and replaces section 3.6 of the *MSCD Trustees Manual*, 2007, and revisions effective March 1, 2019.

C. **Review:** This policy will be reviewed every five years or as deemed necessary by University leadership.



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V. Approval

A handwritten signature in black ink, appearing to read "Janine Davidson".

Janine Davidson, Ph.D.
President, Metropolitan State University of Denver

A handwritten signature in blue ink, appearing to read "Barbara Barnes Grogan".

Barbara Barnes Grogan
Chair, Board of Trustees, Metropolitan State University of Denver