



SUB-DELEGATION OF AUTHORITY LETTER

By means of this letter, I, Dr. Elizabeth Cannon, President of the University of Calgary, delegate the authority herein described to the Provost and Vice President (Academic), on the following terms and conditions:

1. The Provost and Vice-President (Academic) may approve the following on my behalf:

<i>Appointments/Reappointments of academic staff, specifically:</i>	<i>Can further delegate?</i>
Continuing - Initial Term and <i>with Tenure</i>	No
Contingent Term	No
Limited Term	No
Term Certain (Sessional), excluding Foreign Worker	Yes
Term Certain – for Foreign Worker	No
Faculty Professor	No
Administrative – below level of Dean	No
Joint – as part of Initial Appointment	No
Joint Appointment - internal to a faculty	Yes
Joint – external to the faculty, within the University	No
Joint – external to the University	No
Adjunct	Yes
Clinical	Yes
Honorary	No
Chair / Fellowship	No
Transfer between ranks	No
Extension of term appointment (duration)	No
Secondment	No

<i>Change to the term or conditions of an existing appointment, specifically:</i>	
Renewal	No
Deferrals (Provost, Dean, Parental, Personal)	No
Granting of Appointment <i>with Tenure</i>	No
Market Supplement and other remuneration change	No
Change to FTE	No
Transfer between Departments and Faculties	No
Removal of Contingency	No
Overload Teaching	Yes
Memorandum of Agreement (MOA) with Faculty Association	No

<i>Leaves for academic staff, specifically:</i>	
Administrative Leave for a Dean	No
Administrative Leave below Dean	Yes
Parental Leave	Yes
All Leaves in Section 18 of the Collective Agreement except for Parental Leaves	No

Research and Scholarship Leave	Yes
Research and Scholarship Leave Report	Yes

<i>Resignations/Retirements of academic staff, specifically:</i>	
Resignation	No
Reduced Duties Leading to Retirement	No
Retirement	No

- The approvals subject to this delegation are those which are the subject of the President’s delegation at Section C, Item 13 of the Delegation of Authority Table (effective December 9, 2010).
- The effective date of this delegation is February 7th, 2012 and shall run until revoked by the President.
- The authority delegated in this document shall not be sub-delegated except as indicated in the table in section 1 above.
- This delegation is made pursuant to the Delegation of Authority Policy and is subject thereto.

Approved: _____
(signature of delegating official)

Approved: _____
(signature of VP if required)

Name of Delegating Official: _____
(please type or print)

Name: _____

Title of Delegating Official: _____
(please type or print)

Title: _____

Date: _____
(please type or print)

Date: _____

Acknowledged and Agreed: _____
(signature of delegate)

Name of Delegate: _____
(please type or print)

Title of Delegate: _____
(please type or print)

Date: _____

NOTE: The appropriate Vice-President must also approve the sub-delegation if the delegating official is subordinate to the Vice-President.

cc: General Counsel (copy to be transmitted within two business days of execution).