

## **220.06. K. Administrative Reviews and Responsibilities**

1. Following the school review (**when applicable**), the dean (or director of libraries), associate vice provost of information resources (**in the case of librarians**), provost, and president, in turn, shall make a recommendation on the candidate and provide reasons for the recommendation. Copies of the recommendation letter will be sent to the candidate, the department chair, the chair of the department personnel committee, and the chair of the school personnel committee.

2. Should the dean, director of libraries, associate vice provost of information resources, provost, or president make use of a solicited document not used at a previous level of evaluation they shall inform the candidate of any new information contained in that document and allow the candidate reasonable time to reply to it, when feasible, before making a recommendation. The dean, director of libraries, **associate vice provost of information resources**, provost, or president may choose whether or not to reveal the names of authors of solicited documents.

3. Should the dean, director of libraries, associate vice provost of information resources, provost, or president make use of an unsolicited document, not used at a previous level of evaluation, they shall inform the candidate of any new information contained in that document and allow the candidate reasonable time to reply to it, when feasible, before making a recommendation. The dean, director of libraries, **associate vice provost of information resources**, provost, or president must reveal the names of authors of unsolicited documents.

4. The dean or director of libraries, **associate vice provost for information resources**, provost, and president shall in all cases act in accordance with Article 31 of the Agreement between UUP and the State of New York.