

Powers and Duties: Provost & Vice-President (Academic)

Effective Date: March 8, 2004

Supersedes: September 26, 1991

Office

- 1.00 There shall be a Provost & Vice-President (Academic) of the University who shall be responsible for the planning, development, administration and integrity of the academic affairs of the University.
- 2.00 The Provost & Vice-President (Academic) shall be responsible to the President & Vice-Chancellor and shall have such powers, duties and functions as may be assigned by the President & Vice-Chancellor or by the Board.

Powers and Duties

- 3.00 The powers, duties and functions of the Provost & Vice-President (Academic) are:
 - (a) to provide leadership and coordination to ensure excellence in academic programs and to assist and expedite the academic functioning of the institution in both the short and long term
 - (b) to originate, invite, and generate ideas; to lead and serve in the collegial process
 - (c) to be sensitive to and address issues, ideas, and problems related to the education and research functions of the institution to ensure the academic welfare of the University is maintained and enhanced
 - (d) to ensure the effective and efficient administration of the academic interests and activities of the University, including the direction of recruitment and retention of the academic staff of the University in keeping with the standards set in collective agreement with the UWO Faculty Association, and highly qualified individuals to serve as deans and department chairs
 - (e) to work jointly with the Vice-President (Operations & Finance) to plan, implement and monitor short and long term budget strategies and to coordinate the daily functioning of the institution as a whole

Provost & Vice-President (Academic)

- (f) to work with the Vice-President (Research) and the Vice-President (University Advancement) to ensure achievement of mutual goals
- (g) to serve as an *ex officio* member of the Senate and such committees of the Senate as the Senate may determine
- (h) to provide accurate, timely and comprehensive information and guidance on all pertinent matters within his or her jurisdiction to the President, the Senate, the Board of Governors and their associated committees
- (i) to contribute to the overall effectiveness of the University through contact with and/or participation in various levels of government and educational councils of the province and other pertinent bodies in the field of higher education

Delegation

- 4.00 The Provost & Vice-President (Academic) may delegate duties and functions but remains responsible for such delegations.