

## Example – Reappointment of an Administrative Appointment

### THE UNIVERSITY OF MICHIGAN REGENT’S COMMUNICATION

ACTION REQUEST: Approval of an Administrative Appointment

NAME: John A. Doe

TITLE: Associate Vice President for Student Affairs and Dean of Students, Office of the Vice President for Student Affairs

EFFECTIVE DATE: July 13, 2009

I am pleased to recommend to the appointment of John A. Doe as associate vice president for student affairs and dean of students, Office of the Vice President for Student Affairs, effective July 13, 2009.

Mr. Doe holds a Doctor of Philosophy – Educational Leadership from the University of Oregon in Eugene, Oregon, Masters of Science – Student Personnel Services in Higher Education from the University of Vermont, Burlington, Vermont, and Bachelors of Science, Secondary Education from Miami University, Oxford, Ohio. He also holds a number of ICS certifications from the Federal Emergency Management (FEMA) Institute.

Mr. Doe most recently held the position of interim dean of students at the University of Oregon that he fulfilled concurrently with his role as associate dean of students and director of the Office of Student Life. In addition to serving as the key student affairs division leader overseeing a diverse range of student affairs functions, he assisted in creating a healthy, safe and supportive campus environment where integrated classroom and extracurricular learning opportunities foster student growth and development. In this role, he served as a member of Student Affairs Division Strategic Planning Committee, collaborate closely with faculty and staff regarding emergent student needs and concerns, played a critical role coordinating crisis response and worked in concert with the Counseling Center, Health Center, Residence Life program, Office of Greek Life, and the Office of Disability Services.

As associate dean of students and director of the Office of Student Life at the University of Oregon, Mr. Doe directed a budget totaling \$1.4 million in state and foundation accounts, supervise fourteen full-time employees, five graduate teaching fellows and 35 student employees. In this role, he had held functional management responsibilities for the Student Conduct and Community Standards and Conflict Resolution Services, Substance Abuse Prevention and Education, Sexual and Partner Violence Prevention Education, Lesbian, Gay, Bisexual, Transgender Education and Support and Diversity Education and Support, among others.

Mr. Doe previously held positions as the coordinator for staff training and development at the University of California, Berkeley, where his responsibilities included supervision of residence hall staff, and training and development components of residential programs operation and as community development coordinator at the University of California, Davis.

Responsible to the vice president for student affairs, Mr. Doe will oversee and direct the efforts of several student development units including University Health Service, Intergroup Relations, Counseling and Psychological Services, Spectrum Center (LGBTQA), Greek Life, Multi-Ethnic Student Affairs and Trotter Center, Sexual Assault Prevention and Awareness Center, and Services for Students with Disabilities. In addition, the AVP/DOS is responsible for managing the Dean of Students Office. As associate vice president for student affairs, Mr. Doe will also partner with units across campus to promote an environment that expands students' worldview and supports them in achieving their current and future goals. His extensive experience will provide a solid foundation on which he will contribute to the mission and vision and strengthen the organizational infrastructure of the Division of Student Affairs.

We are fortunate to add Mr. Doe to our leadership team. We are confident that he will utilize his wealth of experience in student affairs and leadership with his previous involvement in emergency and critical incident management, strategic planning and diversity education to support Michigan students and the University.

It is with enthusiasm that I recommend the appointment of John A. Doe as associate vice president for student affairs and dean of students, Office of the Vice President for Student Affairs, effective July 13, 2009.

Respectfully submitted,

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E. Royster Harper  
Vice President for Student Affairs

January 2009