

APPROPRIATE TITLES FOR ACTING AND INTERIM DEANS:

Council of Deans Minutes of the Meeting of October 1, 2003

1. The Council briefly discussed the use of titles "acting dean" and "interim dean." The current usage is inconsistent. The following was decided: The title of "acting dean" will be used in instances where someone has taken over the duties of an incumbent who has become incapacitated. If the incumbent leaves and someone else is appointed until a new dean can be chosen, then in this situation the title will be interim dean. This usage should be noted as a policy matter in the Office of the Provost. It also would be advisable to secure the approval of this policy from the President.