

## COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT

The Senate’s Academic Organization and Structure Committee (SAOSC) is tasked by the University Senate with the review of proposals to change academic organization or structure. The information needed by the SAOSC for the review of such proposals is set forth in *Senate Rules 3.4.2.A.5*<sup>1</sup>.

The SAOSC has developed a set of guidelines (from the *Senate Rules*) that are intended to ease the task of proposal submission (available at <http://www.uky.edu/Faculty/Senate/forms.htm>). As proposal omissions usually cause a delay in the review process, the individual(s) responsible for the proposal is (are) urged to familiarize themselves with these guidelines before submitting their proposals for review. In particular, the individual responsible for the proposal must fill out Sections I, II and III of this form, as well as include statements and documentation that provide a full accounting of the items a - i, below.

- a. Disposition of faculty, staff and resources (financial and physical);
- b. Willingness of the donating units to release faculty lines for transfer to a different educational unit;
- c. Consultation with the faculty of the unit to which the faculty lines are proposed to be transferred;
- d. Consultation with the faculty of educational unit that will be significantly reduced;
- e. Summary of votes and viewpoints (including dissents) of unit faculty and department/college committees;
- f. Ballots, votes expressing support for or against the proposal by unit faculty and staff and committees;
- g. Letters of support or opposition from appropriate faculty and/or administrators; and
- h. Letters of support from outside the University.

### Section I – General Information about Proposal

One- to two-sentence description of change:	This is a proposal to move the center called the Institute for Biomedical Informatics (IBI) from the Provost office to the office of the Vice President for Research (VPR).				
Contact person name:	Jeffery Talbert	Phone:	859-323-7141	Email:	jeff.talbert@uky.edu
Administrative position (dean, chair, director, etc.):	Institute Director and Division Chief, Internal Medicine				

### Section II – Educational Unit(s) Potentially Impacted by Proposal

Check all that apply and name the specific unit(s).		
<input type="checkbox"/>	Department of:	
<input type="checkbox"/>	School of:	
<input checked="" type="checkbox"/>	College of:	Provost
<input type="checkbox"/>	Graduate Center for:	
<input type="checkbox"/>	Interdisciplinary Instructional Program:	
<input checked="" type="checkbox"/>	Multidisciplinary Research Center/Institute:	Institute for Biomedical Informatics

### Section III – Type of Proposal

Check all that apply.
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<sup>1</sup> Items a-i are derived from *Senate Rules 3.4.2.A.5*. The Senate Rules in their entirety are available at [http://www.uky.edu/Faculty/Senate/rules\\_regulations/index.htm](http://www.uky.edu/Faculty/Senate/rules_regulations/index.htm).)

**COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT**

<i>A. Changes</i>	
<input type="checkbox"/>	Change to the name of an educational unit.
<input type="checkbox"/>	Change to the type of educational unit (e.g., from department to school).
<i>B. Other types of proposals</i>	
<input type="checkbox"/>	Creation of a new educational unit.
<input type="checkbox"/>	Consolidation of multiple educational units.
<input type="checkbox"/>	Transfer of an academic program to a different educational unit.
<input checked="" type="checkbox"/>	Transfer of an educational unit to a different reporting unit.
<input type="checkbox"/>	Significant reduction of an educational unit.
<input type="checkbox"/>	Discontinuation, suspension or closure of an educational unit.
<input type="checkbox"/>	Other (Give a one- or two-sentence description below; a complete description will be in the proposal).

**Section IV is for internal use/guidance.**

**Section IV – Guidance for SAOSC, Senate Council and University Senate**

***SAOSC Review of Type A Proposals (Changes to Type of, or to Name of, an Educational Unit)***

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).

***SAOSC Review of Type B Proposals (All Other Changes)***

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).
- ✓ SAOSC review of proposals for creation, consolidation, transfer, closure, discontinuation, or significant reduction and educational unit, or transfer of an academic program to a different educational unit (attach documentation).
- ✓ Program review in past three years (attach documentation).
- ✓ Request to Provost for new program review (attach documentation).
- ✓ Open hearing (attach documentation).
  - SAOSC information must be shared with unit 10 days prior to hearing.
  - Open hearing procedures disseminated.

***Voting by SAOSC, Senate Council and University Senate***

- ✓ Endorse (or do not endorse) the academic organization, reporting, infrastructure, etc.
  - This vote is taken by the SAOSC, SC and Senate for every SAOSC proposal.
- ✓ Approve (or do not approve) the academic status or content of academic program.
  - This vote is taken by the SAOSC, SC and Senate only when the review involves an MDRC.

1) What is the impetus for the proposed change?

**Response:** The IBI was launched in 2016 and was placed under the Office of the Provost. At the time, other centers such as the CCTS were also in the Office of the Provost. Provost Tim Tracy had a vision to develop and grow interdisciplinary research centers. Since IBI launched, several changes have altered the ideal organizational structure and location for a research center at UK. There is new leadership in the Provost Office, new strategic vision in the VPRs office around the Research Priority Areas (hereafter “RPAs”), and other centers that are IBI collaborators (the CCTS, CCS, Markey Cancer Center) have moved or are already located in the Office of the Vice President for Research. The move positions IBI with other research centers and research cores and will help IBI coordinate to support the UK Research Priority Areas and the UK strategic plan.

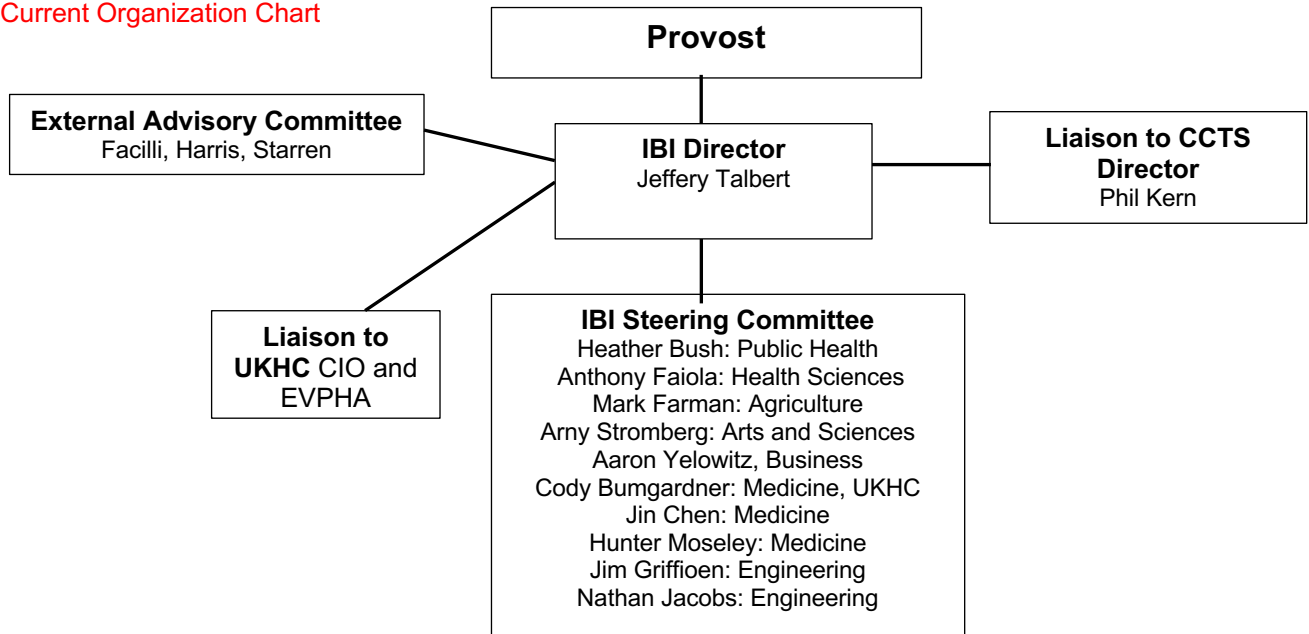
2) What are the benefits and weaknesses of the proposed unit with specific emphasis on the academic merits for the proposed change?

**Response:** Benefits to the move are related to closer coordination with the RPAs and other research centers and research vision of the VPR as described above. No weaknesses are noted related to the move.

3) Describe the organization of the current structure and how the proposed structure will be different and better. Current and proposed organizational charts are often helpful in illustrating reporting lines.

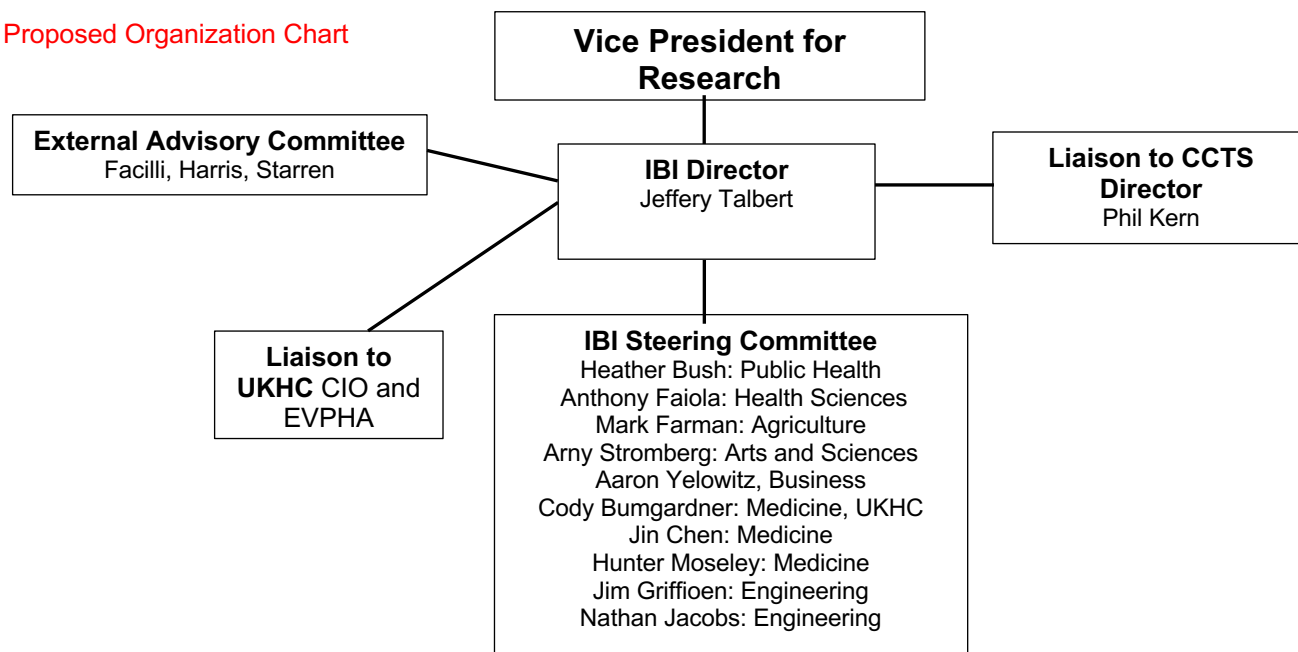
**Response:** The old reporting line was to the Provost. The new reporting line is to the VPR.

**Current Organization Chart**



**Institute for Biomedical Informatics. Organizational Structure, Leadership, and Advisory Committees.**

Proposed Organization Chart



**Institute for Biomedical Informatics. Organizational Structure, Leadership, and Advisory Committees.**

- 4) How does the change fit with department, college, and/or university objectives and priorities?

**Response:** This reporting change enhances alignment of the IBI objectives and priorities with those of the University research priorities being led by the VPR. Vision and goals for IBI are:

*Vision.* The IBI will be a center of national prominence for conducting basic and translational research spanning a spectrum of core biomedical informatics areas, with the goal of improving human health. The IBI will be a key strategic asset for UK, serving as the nexus between UKHC and academic colleges of Arts and Sciences, Engineering, Medicine, Pharmacy, and Public Health. The IBI will coordinate and harness the multidisciplinary informatics expertise, advance collaboration, and team science across UK, and create and grow an innovation ecosystem with interacting elements of research, education, technology development, collaboration, and dissemination. In this vision, the five main goals of IBI are:

- Goal 1. To coordinate and synergize the interdisciplinary informatics expertise across UK.*
- Goal 2. To utilize informatics for enhancing data-driven clinical care and operational initiatives at UKHC.*
- Goal 3. To expand research initiatives and strengthen research infrastructure by providing coordinated service and support through the utilization of data resources such as the Enterprise Data Trust.*
- Goal 4. To streamline, enhance, and expand informatics training programs.*
- Goal 5. To develop a nationally recognized, extramurally funded research program in BMI.*

- 5) How does this change better position the proposers relative to state and national peers, as well as University Benchmark Institutions? How does the change help UK meet the goals of its strategic plan?

**Response:** This organizational change positions IBI closer to the strategic planning initiatives of the VPR. As the VPR develops the strategic plan to support research for UK, IBI will be more involved and integral to the process. Other examples of the activity IBI will support include these sample initiatives.

*Center grant and major infrastructure grant application.* The IBI has excellent potential for leading and enabling extramural awards. The combined focus of the coordinated investigators affiliated with the IBI will pursue major funding opportunities from the NIH, NSF, FDA, DOD, CDC, foundations, state government, and PCORI.

Proposal initiatives and partnerships include CCTS renewal, CTSA X02 multi-hub initiative, NSF MRI, NSF NRT, and NIH P50 RFA for Centers of Excellence on Environmental Health Disparities Research. In addition, the center will work with private corporations and health care companies for collaborative grant opportunities and to discuss major gifts.

*Other activities include:*

Data Science Fellowships.

IBI Pilot Funding.

Educational Activities with Research Emphasis: IBI Workshops, Seminars and Annual Scientific Retreats hosted within the auspices of the Institute.

- 6) Who are the key personnel associated with the proposed unit? Provide qualifications of these personnel in a brief form. A complete curriculum vitae for each person is not needed, although pertinent information in tabular format is helpful.

**Response:**

Director: Jeffery Talbert, PhD, Biomedical Informatics and Data Science

Associate Director: Hunter Moseley, Molecular and Cellular Biochemistry

**Faculty Participants** (persons who contribute time to activities of the Institute:

Participants consist of all faculty members of the Division of Biomedical Informatics, and any faculty member from other colleges at UK that are interested in supporting the mission and vision of the IBI.

**Faculty Members** (persons who contribute recurring time to duties in the Institute (GR VII.E.6.a):

VK Cody Bumgardner, Pathology and Laboratory Medicine, and Biomedical Informatics

Jin Chen, Biomedical Informatics

Qiang Cheng, Biomedical Informatics

Melissa Clarkson, Biomedical Informatics

Eric Durbin, Biomedical Informatics and Markey Cancer Center

Mark Ebbert, Biomedical Informatics and Sanders Brown Center on Aging

Sally Ellingson, Biomedical Informatics and Markey Cancer Center

David Fardo, Public Health and Sanders Brown Center on Aging

Daniel Harris, Pharmacy

Bin Huang, Cancer Biostatistics

Jong Cheol Jeong, Biomedical Informatics and Markey Cancer Center  
Ramakanth Kavuluru, Biomedical Informatics  
Sujin Kim, Biomedical Informatics  
Hunter Moseley, Molecular and Cellular Biochemistry  
Justin Miller, Biomedical Informatics and Sanders Brown Center on Aging  
Jeffery Talbert, Biomedical Informatics  
Mirek Truszczynski, Engineering  
Lee Vermeulen, Biomedical Informatics

**Steering Committee Members** (persons who contribute recurring time to duties in the Institute (GR VII.E.6.a):

VK Cody Bumgardner, Pathology and Laboratory Medicine  
Heather Bush, Public Health  
Jin Chen, Medicine  
Anthony Faiola, Health Sciences  
Mark Farman, Agriculture  
Jim Griffioen, Engineering  
Nathan Jacobs, Engineering  
Amy Stromberg, Arts and Sciences  
Aaron Yelowitz, Business and Economics

**External Advisory Board Members**

Justin Starren, Northwestern University  
Paul Harris, Vanderbilt University  
Julio Facelli, University of Utah  
GQ Zhang, UT Houston

- 7) Discuss leadership and selection process for appointing a chair, a director, or interim leader and search process, etc.

**Response:** Recommendations on the appointment of the director will be in accordance with GR VIII-A.3. Centers/institutes among colleges. The Vice President for Research, in consultation with the appropriate deans, any relevant center and institute directors, and the Provost, will select the director for recommendation to the President and final approval by the Board of Trustees.

The selection of IBI's current director (Jeffery Talbert, PhD) was completed through a national search process led by the CCTS Director, Dr. Phil Kern, and reviewed by the Dean of the College of Medicine, the EVPHA of UK Health Care, the UK Vice President for Research, and the Provost. The recommendation was then sent to the President and approved by the Board of Trustees (06/19/20).

- 8) What is the function of the faculty/staff associated with the proposed change and how is that relationship defined? Discuss DOE, adjunct, full-time, voting rights, etc.

**Response:** The roles of faculty and staff will not change with the move to the VPR. The faculty of IBI is composed of faculty in the Division of Biomedical Informatics, Department of Internal Medicine (all of whom have recurring time assignment to duties in the Institute) and members who apply to participate in a recurring or other manner in Institute's activities. In their capacity as the faculty body of the Institute for purposes of the educational activities

homed within the auspices of the Institute (e.g., workshops, seminars, retreats), the faculty with recurring assignment of time to duties in the Institute, or their delegate body, will make any necessary educational policies of the Institute (GR VII.E.6.a) and make other recommendations that arise from an educational unit faculty body (GR IX.III). Approval of contribution of faculty time to duties in the Institute shall be made by the dean and respective procedures of the home college of the individual (GR VII.F.2.c).

9) Will the proposed change involve multiple schools or colleges?

**Response:** Given that the Institute is already homed outside of the colleges and will continue in that status in its new reporting to the VPR, the change in reporting will not per se change the content or organization of any college. More broadly, membership in the IBI will include faculty from any college that want to participate in the vision and goals of the IBI.

10) If the proposed change will involve transferring personnel from one unit to another, provide evidence that the donor unit is willing and able to release the personnel.

**Response:** No faculty home appointments will be transferred due to this change. The reporting of staff homed in the Institute will be changed from the Provost area to the VPR area.

11) What is the arrangement of faculty associated with the proposed change and how is that relationship defined. Discuss faculty DOE and status as adjunct, tenure track, or tenured. Describe the level of faculty input in the policy-making process including voting rights and advisory.

**Response: Response:** Faculty participation in IBI is from all faculty ranks. Faculty will participate in developing interdisciplinary grant proposals and projects, mentoring students and post-doctoral scholars, participating in pilot award allocation, seminars, workshops, and annual scientific retreats. In these kinds of noncredit-bearing educational activities of the Institute, degree-seeking students maintain their home academic appointments in respective departments, while being availed of the mentoring program being delivered within the auspices of the Institute. For the faculty who are contributing DOE effort to the institute, the total effort of all these faculty will be at least 1 FTE beyond that being contributed as administrative time by the Director (GR VII.B.1).

The faculty of IBI is composed of faculty in the Division of Biomedical Informatics, Department of Internal Medicine (all of whom have recurring time assignment to duties in the Institute) and members who apply to participate in a recurring or other manner in Institute's activities. In their capacity as the faculty body of the Institute for purposes of the educational activities homed within the auspices of the Institute (e.g., workshops, seminars, symposia), the faculty with recurring assignment of time to duties in the Institute, or their delegate body, will make any necessary educational policies of the Institute (GR VII.E.6.a) or other recommendations that arise from an educational unit faculty body (GR IX.III). Approval of contribution of faculty time to duties in the Institute shall be made by the dean and respective procedures of the home college of the individual (GR VII.F.2.c).

A Steering Committee of members of the Institute faculty will advise the Director on implementation of the activities/programs of the Institute. The Steering Committee is delegated by the Institute faculty with the authority to act for the faculty of the Institute. Individuals may be nominated by any institute faculty member (including self-nomination).

12) Discuss any implications of the proposal for accreditation by SACS and/or other organizations.

**Response:** The proposed change will not impact any accreditation.

13) What is the timeline for key events in the proposed change? Student enrollments, graduates, moved programs, closed courses, new faculty and staff hires, etc.

Response: The proposed change will not have any impact on enrollments, graduates, programs, courses, and new faculty hires. Staff will be moved from the Office of the Provost to the VPR once the Board of Trustees approve the change in reporting structure.

14) If the proposal involves degree changes, describe how the proposed structure will enhance students' education and make them more competitive. Discuss the impact on current and future students. State assumptions underlying student enrollment growth and describe the plans for student recruitment.

Response: NA for any degree-seeking students, as they will maintain their respective home unit appointments. If any postdoctoral students (noncredit-bearing) become homed in the Institute, then if any academic case decision needs to be made above the college/Graduate School level about a postdoctoral student, then the final academic decision will be made by the Provost (AR 5:1.III; SR 6.4.6).

15) Include evidence that adequate financial resources exist for the proposed unit to be viable. A general description of the new costs and funding should be provided. A letter from the Provost, Dean, or other relevant administrators may affirm commitment to provide financial resources as appropriate. An exhaustive budget is not expected.

**Response:** The change in reporting structure from the Provost to the VPR will not impact the budget or financial resources of the IBI. Funding includes startup funds provided to Director Talbert as well as ongoing grant and contract funding. Current IBI project funding is \$10.1 million in SFY 2022. Letters of positive recommendation provided by the Provost and the VPR, included with this proposal, include their attestation of the above funding status and support.

16) The proposal should document any faculty votes and departmental or school committee votes as appropriate leading up to this point in the process. The SAOSC recommends that faculty votes be by secret ballot. Include in your documentation of each vote taken the total number of eligible voters and the number that actually voted along with the break-down of the vote into numbers for, against and abstaining. A Chair or Dean may appropriately summarize supporting and opposing viewpoints expressed during faculty discussions.

**Response:** The IBI Steering Committee unanimously approved the move from the Provost to the VPR on December 17, 2022. The Division of Biomedical Informatics faculty discussed the move during faculty meetings in October and November 2021 and unanimously approved the move during the February 4, 2022 faculty meeting.

17) The committee will want to see evidence of academic merit and support from key parties. Letters of support (or opposition) are encouraged from the relevant senior faculty and administrators. Relevant faculty and administrators include those in units directly involved in the proposed change (including existing units from which a new unit may be



formed.)

**Response:** Please see attached support letters from the Provost, the VPR, the Director of the CCTS, and the Dean of the College of Medicine.

18) Indicate how the new structure will be evaluated as to whether it is meeting the objectives for its formation. Timing of key events is helpful.

**Response:** The performance of IBI and its Director will be reviewed annually and evaluated periodically (GR IX; AR 1:4). The IBI will be reviewed and evaluated by the VPR in consultation with the Director of the CCTS, the Dean of the College of Medicine, and the Provost. The CCTS and the IBI are closely related because one of the primary missions of the CCTS is to develop informatics solutions to enhance translational science. Specific Aim 3 of the CCTS is to: "Enhance the UK translational research continuum using innovative informatics solutions to advance discovery and enrich training across all CCTS cores" and CCTS and IBI collaborate closely to complete this aim. The IBI Director also serves as an Associate Director of the CCTS.

19) Letters of support from outside the University may be helpful in understanding why this change helps people beyond the University.

**Response:** Because the change in reporting of the Institute does not affect any of the programmatic content of the Institute nor its delivery to affected persons, this proposal has not necessitated exercise of external constituent processes.



**University of Kentucky**  
**Institute for**  
**Biomedical Informatics**  
P: 859-323-7141  
F: 859-323-0069  
[www.uky.edu](http://www.uky.edu)

February 28, 2022

UK Senate Council Office  
UK Senate  
Lexington KY

Dear SC Office, please find attached a proposal to move the Institute for Biomedical Informatics (IBI) from the Provost office to the office of the Vice President for Research (VPR). I anticipate that your office may task the proposal to the SAOSC, hence my cc here to its Chair Greg Hall.

I am attaching a pdf document cover letter, a word document with the SAOSC Form, a pdf document with the program questionnaire, and letters for support from the Office of the Provost, and the Office of the VPR.

Please let me know if you need anything else or have any questions.

Sincerely,

*Jeffery Talbert*

Jeffery Talbert, PhD  
Professor and Division Chief, Biomedical Informatics  
Director, Institute for Biomedical Informatics  
Associate Director, Center for Clinical and Translational Science  
University of Kentucky

see blue.

An Equal Opportunity University



University of Kentucky  
Institute for  
Biomedical Informatics  
P: 859-323-7141  
F: 859-323-0069  
www.uky.edu

March 16, 2022

Institute for Biomedical Informatics  
Steering Committee

Dear IBI Steering Committee Members:

In consultation with the Provost and the Vice President for Research (VPR), I have requested a change in the organizational structure of the IBI, to move from the Office of the Provost to the Office of the Vice President for Research. The move to the VPR will result in closer coordination with the University Research Priority Areas, and other VPR research centers, supporting the research vision of the Office of the VPR. As part of the planning process for the move, we discussed the strengths and weaknesses of this move at our December 2021 meeting. I have also discussed the move with all faculty affiliated with IBI, including the members of the Division of Biomedical Informatics. To confirm faculty support of the request to change the organizational structure of the unit, I conducted an email vote of all affiliated faculty, asking each member to vote 'yes' or 'no' to the proposed change in organizational structure. This letter reports that the vote was unanimous, with all faculty voting 'yes' to proceed with the organizational change. I will submit the proposal to the University Senate and move forward with the plan to change the IBI organizational structure.

Please contact me if you have any questions.

**Details of the vote are provided in the attached table.**

Sincerely,

*Jeffery Talbert*

Jeffery Talbert, PhD  
Professor and Division Chief, Biomedical Informatics  
Director, Institute for Biomedical Informatics  
Associate Director, Center for Clinical and Translational Science  
University of Kentucky

see blue.

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## Details of vote to move IBI organizational location.

**Eligible members:** 23, consisting of all faculty appointed to the Division of Biomedical Informatics, Members of the Steering Committee, and Members who applied to participate in Institute functions.

All members are listed in the table below, along with their relationship to the institute and their vote. The vote was conducted over email on 3-11-2022. Members responded with their vote.

<b>Name</b>	<b>Relationship</b>	<b>vote</b>
Cody Bumgardner	Member	Yes
Jin Chen	Division, BMI	Yes
Qiang Chen	Division, BMI	Yes
Melissa Clarkson	Division, BMI	Yes
Eric Durbin	Division, BMI	Yes
Mark Ebbert	Division, BMI	Yes
Sally Ellingson	Division, BMI	Yes
David Fardo	Member	Yes
Daniel Harris	Member	Yes
Bin Huang	Member	Yes
Jong Cheol Jeong	Division, BMI	Yes
Rama Kavuluru	Division, BMI	Yes
Sujin Kim	Division, BMI	Yes
Hunter Moseley	Member, Steering Committee	Yes
Justin Miller	Division, BMI	Yes
Mirosław Trusczyński	Member, Steering Committee	Yes
Heather Bush	Member, Steering Committee	Yes
Anthony Faiola	Member, Steering Committee	Yes
Mark Farman	Member, Steering Committee	Yes
Jim Griffioen	Member, Steering Committee	Yes
Nathan Jacobs	Member, Steering Committee	Yes
Arnold Stromberg	Member, Steering Committee	Yes
Aaron Yelowitz	Member, Steering Committee	Yes



**Office of the Vice President for Research**

311 Main Building  
Lexington, KY 40506-0032  
(859) 257-5294  
Fax: (859) 323-2800  
[www.research.uky.edu](http://www.research.uky.edu)

February 28, 2022

Jeffery Talbert, Director  
Institute for Biomedical Informatics (IBI)  
University of Kentucky

Dear Professor Talbert:

I have reviewed your proposal to move the reporting structure for the IBI from the Office of the Provost to the Office of the Vice President for Research. I support the move and welcome IBI to join the centers and institutes that report to the office of the Vice President for Research. I am committed to help IBI become a center of national prominence for conducting basic and translational research spanning a spectrum of core biomedical informatics areas, with the goal of improving human health. The IBI will be a key strategic asset for UK, serving as the nexus between UKHC and academic colleges of Arts and Sciences, Engineering, Medicine, Pharmacy, and Public Health.

I look forward to working with you and the IBI faculty.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Lisa Cassis'.

Lisa Cassis, PhD  
Professor, Department of Pharmacology and Nutritional Sciences  
Vice President for Research



University of Kentucky  
Office of the Provost  
105 Main Building  
Lexington, KY 40506-0032  
P: 859-257-2911  
www.uky.edu

February 17, 2022

Jeffery Talbert, PhD, FAMIA  
Professor and University Research Professor  
Director, Institute for Biomedical Informatics  
376 Healthy Kentucky Research Building  
University of Kentucky

Dear Dr. Talbert:

I have reviewed your proposal to move the reporting structure for the Institute for Biomedical Informatics (IBI) from the Office of the Provost to the Office of the Vice President for Research (VPR). As Dr. Cassis recommends, I also agree that the move positions IBI closer to other research centers and research cores. It will also help IBI coordinate with the VPR to support the UK Research Priority Areas and the UK strategic plan.

IBI's mission is critical to UK translation of data to knowledge to improve human health and effectively use the latest technology and tools for the advancement of biological sciences. I encourage you to continue promoting translational team science and to engage the UK campus to develop and grow informatics and data science training programs, share research and data infrastructure, and enable technology innovation.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. DiPaola', with a long horizontal line extending to the right.

Robert S. DiPaola, M.D.  
Acting Provost