**WHAT IS IT?**

- **University vs. College**
  - Colleges usually focus on teaching. Universities focus on teaching and research.

- **University**
  - A University is a collection of colleges. Colleges may become universities as they expand.

- **College**
  - Subdivision of a university. Colleges may operate fairly autonomously of one another.

- **Department**
  - Subdivision of a college. Each discipline has its own department.

**WHO RUNS IT?**

- **Board of Regents (BoR)**
  - Body appointed by governor for a specific term. Makes ultimate decisions about institutions - opening, funding, adding majors/certificates.

- **President/Chancellor**
  - “CEO” of University. Executes BoR’s decisions. Makes decisions that do not require BoR input.

- **Dean**
  - May be time-bound appointment. Deans report to the Provost.

- **Department Chair/Exec Officer**
  - Tenured faculty member who is appointed for a particular term.

- **Provost**
  - “Chief Academic Officer; ranked Executive Vice President”. Oversees all teaching and research.

- **Vice/Associate/Assistant**
  - These terms denote supporting positions who report to the root position: e.g. “Associate Vice-Presidents” report to a “Vice President” who reports to the President.

**WHO IS IN A DEPARTMENT?**

- **Staff**
  - Non-faculty university employees (e.g. librarians, administrative workers, custodial staff).

  - **Merit**: Positions usually unrelated to the direct academics of a university. Often require a high school education level.

  - **Professional**: Positions may or may not relate directly to academics of a university. Often require a college degree.

- **Students**
  - Degree or non-degree seeking university attendees. **Undergraduate students** usually hold no higher education degree. **Graduate students** hold Bachelor’s degrees.

  - **Bachelor’s Degree**: 3-5 year educational program for a discipline.

  - **Masters degree**: 1-3 year program that may be completed to increase job prospects or as preparation for a higher degree.

  - **Doctoral Degree**: “Terminal” (Highest) degree in a discipline. 4+ year degree that culminates in an original scholarly work.

  - **Post-Doc**: PhD-holder in a temporary research position to acquire a specific, specialized set of skills.

- **Faculty (Professors)**
  - Faculty, “Professors”, perform instructional and research activity at a university.

  - **Professor**: (No prefix) Tenured faculty who have made significant contributions to their field.

  - **Associate**: Tenured faculty.

  - **Assistant**: Tenure-track faculty.

  - **Lecturer/Instructor**: Provide instruction possibly hold administrative responsibilities.

  - **Clinical**: Provide practical instruction and application of knowledge.

  - **Emeritus**: Retired but maintaining high esteem.

  - **Visiting**: Permanent appointment at a different institution.

**Resources**

- [http://www.heitmanagement.com/blog/2013/03/what-is-a-provost-an-introduction-to-administrative-and-academic-ranks/](http://www.heitmanagement.com/blog/2013/03/what-is-a-provost-an-introduction-to-administrative-and-academic-ranks/)
- [http://euro.ecom.cmu.edu/titles/titlebook.htm#Glossary of Titles](http://euro.ecom.cmu.edu/titles/titlebook.htm#Glossary of Titles)