Contacting EVPP (Provost's Office)

Executive Vice President and Provost's Office (EVPP)

- Org chart
- Leadership & Teams (staff list)

Teams:

**Academic Personnel Services (APS)**

Provides guidance and support on academic staff and faculty-related HR processes such as hiring, leaves, promotion, retirement and resignations, Workday business process approvals, and approvals for some forms including Leave Without Pay and Instructional Overload.

- Email:
  - evpp.aps@utlists.utexas.edu – old email address – **DO NOT USE**
  - evpp-aps@utexas.edu – Tinley Hald's (Director of APS) team

- Areas of expertise:
  - Lonnie Lisenbee: leaves, endowments
  - Cathy Ngo: Instructional Overload Requests, Posting Waivers, Chair/Director of Academic Program appointments
  - Stephanie Wooley: terminations, emeritus, phased retirements

**Academic Business Affairs:**

- evpp-approvals@austin.utexas.edu - use for the approvals of daily operational needs i.e. (Budgets [BDL docs], OOEF’s, Purchasing Documents, Contracts, Salary Policy, Appraisal Certification, etc.)
- hr-evpp@austin.utexas.edu – use for Provost's Office staff HR approvals, questions, and concerns. HR approvals/concerns for EVPP reporting units (non-academic).
  - Use this address to request HR transactions for our Dean who sits in a Provost Office Sup Org

**Faculty Affairs**

Works to ensure fairness in the implementation of university policies and practices across campus. Oversees faculty development, diversity, and equity. Handles faculty grievances and complaints.

- FacultyAffairs@utexas.edu - Assistant Vice President for Faculty Affairs (Carmen Shockley) and the Senior Vice Provost for Faculty Affairs (Tasha Beretvas)

**External Facing:**

- provost.office@utexas.edu – Contact for external inquiries, or for very general questions not covered by the more targeted addresses above; monitored by Provost Office Administrative Staff.