CHAIN OF COMMAND

I. PURPOSE

Specifies chain of command (listing of executive administrative positions in order of authority) to facilitate effective
decision making and orderly operations in the absence of the president and other college officers.

II. BACKGROUND/RATIONALE

The college makes every effort to operate in a collegial manner and to solicit participation in routine decision making;
but occasions may arise in which, during the absence of the president of the college, an executive decision must be
made. In such cases, a locus of authority must be identified for expediency and for accountability. This regulation
delineates the descending order of authority within the college's administrative organization when the president is, for
whatever reason, unavailable to make an executive decision on behalf of the institution. The regulation also specifies the
chain of command to be followed within each of the college's main offices.

III. POLICY

None. This regulation restricts itself to administrative procedure.

IV. PROCEDURE

A. Office of the President

If the president is unable to be reached, the Vice President of Administrative Services assumes the authority of the
president when and if such assumption of authority is required. The chain of command then follows the order listed
below:

the Vice President of Instruction
the remaining vice presidents in descending order of seniority

Reg 117

FRV/FRV
9-29-98
BAM
1/15/08
BAM
10/15/11