

Authority to Act in the Absence of the President

Original Implementation: February 23, 1978

Last Revision: November 7, 2016

In the absence of the president the authority to act in his place is delegated in the following order depending upon the presence of the individual on the campus:

1. Provost/Vice President for Academic Affairs
2. Vice President for University Affairs
3. Vice President for Finance and Administration
4. Associate Vice President for Academic Affairs
5. Vice President for University Advancement

The individual administrative officer acting under this delegation of authority is to handle administrative situations in accordance with the recognized operating procedures of the university in the absence of the president. (The line of succession for emergency operations is outlined in policy 13.8).

He/She may take such action as he/she deems necessary, dependent upon the circumstances of a particular situation, when the president cannot otherwise be reached to make such decisions. As soon as possible and practical, the president shall be informed of any decision or unusual incident and the action taken. No unusual or major decision embodying significant commitments on behalf of the university will be made without consulting the president.

Cross Reference: Emergency Operations Plan (13.8)

Responsible for Implementation: President

Contact for Revision: President

Forms: None

Board Committee Assignment: Academic and Student Affairs Committee