

The Administrative Cabinet is composed of the President, the Vice President of Academic Affairs, the Executive Dean of Administrative Services, the Executive Dean of Academic Services and the Executive Dean of Student Services.

The President is the Chief Executive Officer and reports directly to the Board of Trustees. The Vice President of Academic Affairs, the Executive Dean of Administrative Services, the Executive Dean of Academic Services, ~~and~~ the Executive Dean of Student Services, the Chief Information Officer, the Executive Director of Marketing & Public Relations, the Institutional Research and Effectiveness Administrator, the Director of Human Resources, Institutional Advancement, and the Executive Assistant report directly to the President.

The Vice President of Academic Affairs is responsible for the overall instructional and programmatic functions of the College. Reporting directly to the Vice President of Academic Affairs are the Executive Dean of Academic Services, the Associate Dean of Workforce and Community Education, the Director of the David L. Stanley Center, and the Administrative Assistant.

The Executive Dean of Academic Services is responsible for organizing, supervising, and coordinating transfer and occupational programs of the instruction. Reporting directly to the Executive Dean of Academic Services are division chairs, Associate Dean of Learning Commons, Administrative Director of Nursing & Allied Health, and the Administrative Assistant.

The Executive Dean of Student Services is responsible for organizing, supervising, and coordinating student support services. Reporting directly to the Executive Dean of Student Services are the Athletic Director, the Associate Dean of Student Services/Registrar, the Events Coordinator, the High School Recruiter/Dual Credit Coordinator, Academic Advisors, Financial Aid Director, Coaches, Fitness Center Employees, Administrative Assistant and classified support staff.

The Executive Dean of Administrative Services is responsible for maintaining the business, administrative computing, financial, plant and equipment resources of the College and supervises the personnel necessary to maintain those resources. Reporting directly to the Executive Dean of Administrative Services are the Director of Business Services, the Director of Auxiliary Services, the Director of Environmental Services, Accountant, the Administrative Assistant, and clerical support staff.

Descriptions for these positions are contained in the Position Description Manual.

Adopted:

Amended: July 12, 2016/December 3, 2019

Legal Ref: