SAN JUAN COLLEGE BOARD POLICY

Policy No. 401

SECTION: Administrative Organization

POLICY TOPIC: Executive Organization

I. Introduction

The College is organized into three major district service areas, with the President of the College providing general administrative overall leadership to these three service areas. The President may re-assign projects and responsibilities to these three areas as is needed due to changes in funding, college priorities, staffing changes, and other needs. The three major district service areas of the College consist of the following: Learning Services, Administrative Services, and Student Services.

II. Executive Leadership Team

The President shall hold regularly scheduled meetings with the vice presidents to provide leadership for all facets of the College and to utilize information from the internal and external community for program assessment and development.

III. Vice President for Learning

The Vice President, under the direction of the President, has the primary responsibility and authority for the supervision, development, and assessment of all Learning programs, instructional delivery, student academic support, faculty and staff, and related activities. The Vice President serves as the liaison between the President of the College and the faculty and other personnel assigned to Learning programs and activities.

IV. Vice President for Administrative Services

The Vice President, under the direction of the President, has the primary responsibility for administrative services as defined by the President.

V. Vice President for Student Services

The Vice President, under the direction of the President, has the primary responsibility for student services as defined by the President.