

SOUTHWEST TENNESSEE COMMUNITY COLLEGE**SUBJECT: Administrative Organization of the College****EFFECTIVE DATE: July 1, 2000/Revised: March 1, 2004**

General

All administrative aspects of the college are organized under the President. As the executive head of the institution, and all its departments, he/she is responsible to the Board through the Chancellor for the operation and management of the institution and for execution of all directives of the Board and of the Chancellor.

The president has ultimate responsibility for, and exercises appropriate administrative and fiscal control over, the institution's intercollegiate athletics program and ensures the college is in compliance with TBR, TJCCAA and NJCAA policies. Similarly, as the institution's chief executive officer, the president also has ultimate control of the institution's fund-raising activities.

Detailed organizational charts are maintained in the Budgeting and Financial Planning office and are available upon request.

Source of Policy: Transition Office**Related Policy: N/A****Approved: President****Responsible****Administrator: Office of the President****TBR Policy Reference: N/A****TBR Guideline Reference: N/A****Date: March 1, 2004**