BOARD POLICY 3100

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL INSTITUTION

ORGANIZATIONAL STRUCTURE

The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District.

For the District and the colleges to be governed and administered in an effective manner, it is necessary that lines of communication be established within the organization so they allow for the orderly transaction of business.

The Chancellor is authorized to create and is responsible for organizing all District standing and ad hoc committees to assist in the operation of the District. Each college president is authorized to create and is responsible for organizing college committees as needed to assist in college operations. Committee membership will be appointed by the appropriate constituent group. Committee creation and membership shall comply with:

- Board Policy 2510 – *Participation in Local Decision Making*;
- Board Policy 2511 – *Delegation of Authority to the Academic Senate*;
- Administrative Regulation 2511 – *Delegation of Authority to the Academic Senate*;
- Board Policy 2513 – *Classified Professionals Participation in Decision Making*; and
- Board Policy 2514 – *Student Participation in Governance*.

To support the Board's stated philosophy concerning internal administration in Board Policy 2430 – *Delegation of Authority to the Chancellor*, it is the policy of the Board that all matters called to its attention by District personnel or by students shall be presented through the Chancellor. Conversely, the Board shall direct appropriate matters through the Chancellor.

Organizational charts shall be prepared by the District and the colleges and maintained on the District website.

References:

California Education Code Section 72400