

# CITRUS COMMUNITY COLLEGE DISTRICT

## BOARD POLICY

P-2000  
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### ADMINISTRATIVE ORGANIZATION

The President/Superintendent is administering this policy shall be guided by the knowledge that the Board of Trustees values the freest possible exchange of ideas preeminently desirable in the College. Nothing herein shall be interpreted as intended to interrupt this free and open flow of ideas.

### COMPOSITION OF ADMINISTRATION

The Administration is defined to include the President/Superintendent, Vice Presidents, Deans, and Assistant Deans. Other positions which involve direct leadership shall be considered as staff functions and shall give supervisory leadership within the scope of their service areas.

### PRINCIPLES OF OPERATION

The following principles shall govern the administrative operation of the College:

1. The Administration with the advisory assistance of the appropriate committee and/or committees shall have specific responsibility for the pattern and sequence of the educational program.
2. Responsibility shall flow simply and clearly from classified employees and non-administrative certificated employees through the Deans, Vice Presidents, and the President/Superintendent to the Board of Trustees.
3. All employees shall know to whom they are responsible and for what functions.
4. Whenever possible, each employee shall be responsible to only one immediate supervisor for any one function.
5. All employees shall be told to whom they can appeal in the case of disagreement with the person to whom they are responsible.

Adopted .....6/20/61  
Revised .....11/21/66  
12/14/76