



## **BOARD POLICY**

**BOARD POLICY SERIES NUMBER: 300**

**TITLE: RESPONSIBILITIES**

The administrative staff is responsible for the overall operation and success of the institution. They shall provide education leadership, student development functions, and operate the business affairs of the college.

Administrators shall promote the coordination of activities of the component parts of the institution to prevent duplication of effort and ensure that the total institution meets the College mission, vision, values and strategic plan.

DATE OF ADOPTION:

DATE(S) OF REVISION(S):

DATE OF LAST REVIEW: 04/13/11 by Board