POLICY: In case of an emergency requiring an immediate decision or action at the Superintendent/President level, when the Superintendent/President is absent from the District, the line of authority will be as follows, depending on the presence in the District of the administrators listed:

1. Vice President, Academic Affairs
2. Vice President, Student Services
3. Vice President, Administrative and Business Services
4. Vice President, Technology and Learning Resources

If the Superintendent/President knows in advance that he/she is to be absent from the campus for more than one calendar week, he/she will recommend to the Governing Board, in the order listed above, one of the administrative officers to serve as Acting Superintendent/President. During the period of such appointment, the Acting Superintendent/President would assume all responsibilities normally assigned to the Superintendent/President.

REFERENCES/ AUTHORITY: Solano Community College District Governing Board

ADOPTED: November 1, 1971

REVISED: August 5, 1987; May 17, 2006

JM/zg