

# **GLENVILLE STATE COLLEGE POLICIES**

## **ADMINISTRATIVE POLICY 1**

### **CHANGE IN THE ORGANIZATION OF COLLEGES, SCHOOLS, DIVISIONS, DEPARTMENTS OR OTHER ADMINISTRATIVE UNITS**

#### **1.1. General**

1.1. Scope - This policy establishes Glenville State College procedures to change administrative organization within the College.

1.2. Authority - W.Va. Code §18B-1-6

1.3. Effective Date – April 19, 2006

1.4. Repeal of Former Rule -Revises and replaces Title 131, Series 2 of the Board of Directors of the State College System. This policy supersedes any or all previous GSC policies in reference to changes in the organization of colleges, schools, divisions, departments or other administrative units.

#### **1.2. Policy**

2.1. The College may implement changes in the organization of colleges, schools, divisions, departments or other administrative units within the College which are at or above the departmental level for organizational efficiency or administrative purposes only. The president of the College shall inform the Board of Governors of any such change prior to its implementation and the Chancellor of any changes regarding the implementation of a major new program, service or structure. The president shall inform the Chancellor by written notification of any such change at least thirty (30) days prior to its implementation. The Board of Governors, however, reserves the right to consider and take action on any change which affects the mission of the College or otherwise has statewide impact.

2.2. The President's written notification to the Board of Governors and the Chancellor shall confirm that appropriately elected faculty, classified staff, student representatives and/or organizations were consulted prior to implementing any organizational change to which this provision applies.

2.3. The organizational changes to which this provision applies do not include staff changes for existing positions within the College or organizational changes below the departmental level.

Approvals:

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President

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Chair of the Board