

ARTICLE I. ADMINISTRATION

1. Composition.

The Administration of the College is vested in the offices of President, Vice President for Academic Affairs, Vice President for College Relations, Vice President for Business and Finance and such subordinate offices as may from time to time be proposed by the President and approved by the Trustees. (Provided that all offices in existence at the effective date of this Constitution are confirmed as they exist until altered or abolished in accordance with this Constitution.)

[Revised: See Trustee Minutes February 21, 1986, May 2, 1986 and February 12, 1999]

2. Appointments and Terms

The President is appointed by the Trustees to serve for such term and on such conditions as they consider appropriate. The Trustees shall establish procedures to assure that Trustee Presidential Search Committees have consultations with Faculty, Students and the Administrative Staff in carrying out their Committee function. Other administrative officers are appointed by the Trustees upon nomination of the President. They serve for such terms and upon such conditions as may be proposed by the President and approved by the Trustees.

3. Faculty Consultation and Advice

The addition, abolition or significant change of function of the office of Vice President for Academic Affairs, Vice President for College Relations, Vice President for Business and Finance, Vice President for Student Life and Dean of Students, Registrar, Director of the Library, or Dean of the Center for Special Studies, and the nomination by the President of persons to be any of the foregoing administrative officers of the College may be done only after consultation by the President with the Executive Committee of the Faculty. The written advice of the Faculty Executive Committee shall accompany every such proposal or nomination by the President which the President gives to the Trustees. (Provided, that all administrative offices and their occupants as of the effective date of this Constitution are confirmed without requirement of such advice.)

[Revised: See Trustee Minutes February 22, 1980, February 21, 1986, May 2, 1986, February 5, 1993 and February 12, 1999]

4. General Powers and Duties

The President is the chief executive officer of the College and Chair of the Faculty. The President is responsible to the Trustees for achievement of the stated purposes of the College and for its on-going operations, and to this end the President shall have the foregoing general powers, the specific powers given the President in other Articles of this Constitution, and all powers commonly associated with and required for the discharge of the duties of a chief executive officer of a college. The President represents the College in its relationships with related associations, other institutions, the news media, government agencies, alumni, and the general public. The President organizes and directs administrative officers in the performance of their assigned duties. The President is a member of the Faculty and is entitled to preside at its formal meetings. The President reports periodically to the Trustees on the condition of the College, and proposes programs and courses of action requiring Trustee approval.

Administrative officers have the powers and duties delegated to them by the President.

[Revised: See Trustee Minutes February 20, 1980]

5. Information on Administrative Organization

The President shall maintain at all times in a College Registry a general table of administrative organization containing a summary description of duties of the individual offices of College administration. The College Registry shall be available for inspection by any Faculty member, Administrative Officer, Employee or Student of the College in the offices of the administration during regular business hours.

[Revised: See Trustee Minutes February 21, 1986]