

# BRIDGEVALLEY COMMUNITY & TECHNICAL COLLEGE

## OPERATING POLICY

Effective Date	Subject	Number	Page
March 1, 2014	<b>ADMINISTRATIVE STRUCTURE</b>	B-OP-4-14	1 of 2
<b>Supersedes/Supplements:</b>	BC A-OP-4-09		
<b>Reference:</b>	West Virginia Council for Community and Technical College Education—Series 13; BOG Rule B-3		

### POLICY STATEMENT

To carry out the primary functions of BridgeValley Community and Technical College (College), the administrative structure will combine functional areas for efficiency and effectiveness.

### PROCEDURES

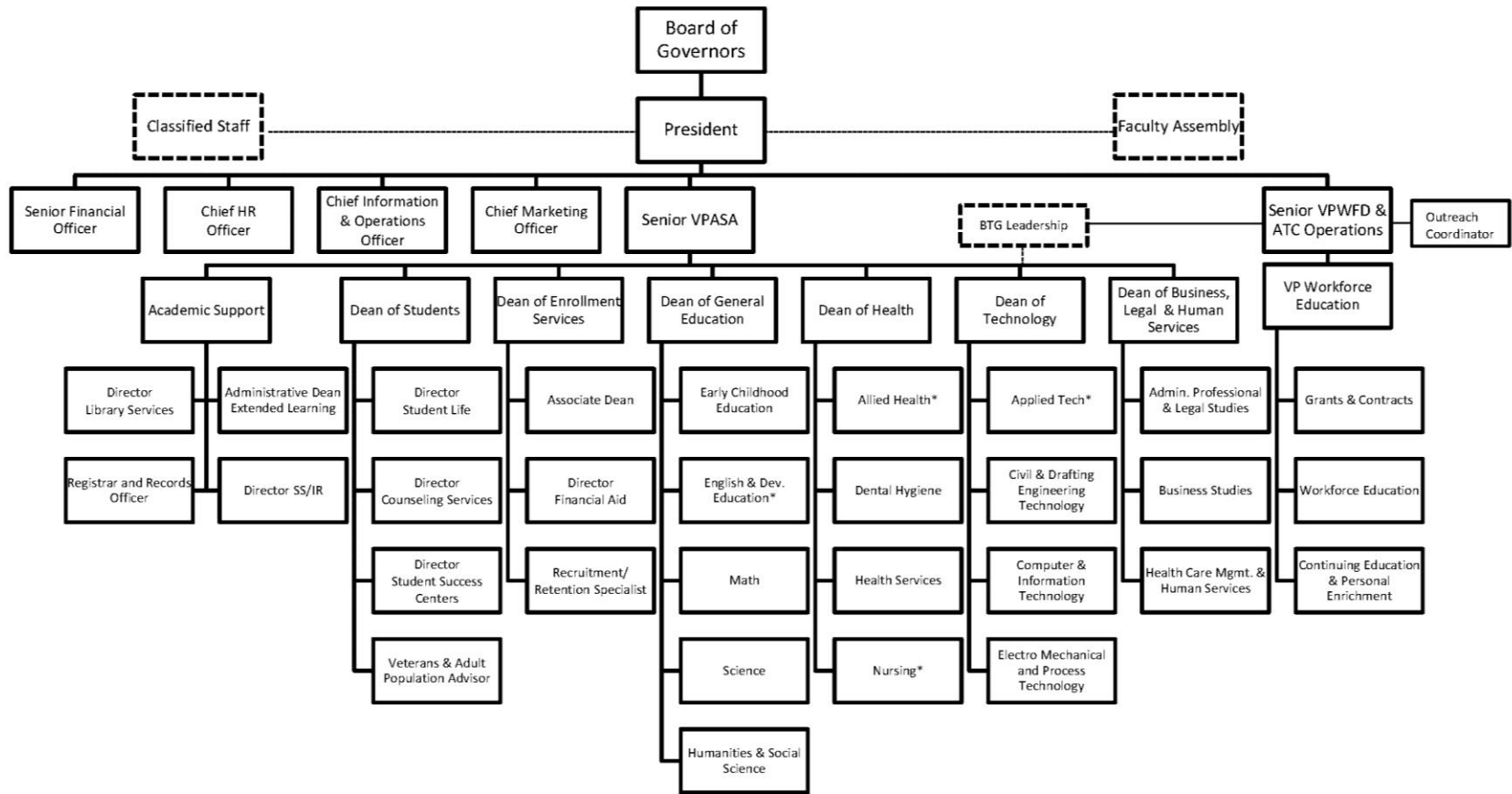
The administrative structure of the College is illustrated by the accompanying organizational chart.

To promote organization effectiveness, questions and issues that arise regarding academic or administrative areas should be directed to the individual charged with the responsibility for his/her respective functional authority. When resolution is not achieved at that level, the immediate supervisor should be consulted. The chain of command should be followed as indicated herein until final resolution is obtained.

As the institution is in transition over the new few years, the organization chart will likely change. An updated organizational chart will be affixed to this policy annually reflecting the administrative and academic structure of the instituiton.

**Approved by:** Cabinet **Date:** 11/13/2013

BridgeValley Community and Technical College  
 Organizational Structure, Updated August 2015



\*Denotes 12-Month Chair Positions