

## PROPOSED AMENDMENT

### Title 4, Chapter 2

#### ADMINISTRATIVE OFFICERS

Additions in **Boldface**; deletions [~~stricken~~ in brackets]

Section 1. Duties and Responsibilities of System Officers

The duties, responsibilities and job descriptions of the chancellor and the presidents of the member institutions shall be as stated in the Bylaws of the Board of Regents.

Section 2. Appointments and Vacancies of System Officers

1. When a vacancy shall occur in the offices of chancellor or president of a member institution:
  - a. In the case of a vacancy in the office of a president of a member institution, the chancellor shall prepare the advertisement for the position, a time line for the search, and a budget for the search according to Regents' policy;
  - b. In the case of a vacancy in the office of the chancellor, the Chair[~~man~~] of the Board of Regents shall prepare, with the assistance of the Chancellor's Office, an advertisement for the position, a time line for the search, and a budget for the search according to Regents' policy;
  - c. In the case of a vacancy in the office of a president of a member institution, the Chair[~~man~~] of the Board of Regents, in consultation with the chancellor, shall prepare a recommendation to the Board of Regents for an acting president of a member institution pending the outcome of the search;
  - d. In the case of a vacancy in the office of chancellor, the Chair[~~man~~] of the Board of Regents shall present a recommendation to the Board of Regents for an acting chancellor.
2. Resignations from the office of chancellor or president of a member institution shall be addressed to the Chairman of the Board of Regents. After consultation with the other members of the Board and the chancellor, the Chair[~~man~~] of the Board of Regents shall accept such resignations. The acceptance of a resignation must be in writing.

3. The chancellor shall notify the Board of Regents of a vacancy in the office of the president of a member institution in cases where the vacancy is caused by other than a resignation. The Chair~~man~~ of the Board of Regents shall notify the other members of the Board of a vacancy in the office of chancellor in cases where the vacancy is caused by other than a resignation.

(B/R 6/84)

**Section 3. Duties and Responsibilities of System Administration Executive Staff**

**The chancellor may, with the approval of the Board of Regents as provided in Chapter 1 of the UCCSN Code, appoint certain executive staff to assist with the effective operation of the University and Community College System of Nevada, to include vice chancellors, [[ OPTION: *general counsel*, ]] and any other administrative positions that may report directly to the chancellor. The duties, responsibilities, job descriptions, and annual evaluation guidelines for System Administration executive staff shall be stated in writing and maintained on file in the chancellor's office.**

***[[ OPTION: In the event a professional conflict of interest arises with respect to the reporting line between the general counsel and the chancellor, the general counsel shall report directly to the Chair of the Board of Regents until such time as the conflict of interest is removed. ]]***

Section [3] 4. Evaluations

In accordance with basic principles approved by the Board of Regents, the chancellor shall maintain written guidelines [~~in the files of the System Administration Office~~] **on file in the chancellor's office** for the annual performance evaluations of the chancellor, the institution[s<sup>2</sup>] presidents and the System Administration staff. (B/R 4/96)