

Title 4 - Codification of Board Policy Statements

Chapter 2

ADMINISTRATIVE OFFICERS

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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. Appointment and Vacancies of System Officers

The Chancellor shall establish procedures concerning the appointments and vacancies of System officers.

(B/R 10/04)

Section 3. Duties and Responsibilities of System Administration Executive Staff

The Chancellor may, as provided in Title 2, Chapter 1, Section 1.6 of the Code, appoint certain executive staff to assist with the effective operation of the NSHE, to include a Vice Chancellor for Legal Affairs (Chief General Counsel), Vice Chancellor for Budget and Finance (Chief Financial Officer), Vice Chancellor for Academic and Student Affairs (Chief Academic Officer), and any other administrative positions that may report directly to the Chancellor. The Chancellor shall notify the Board in writing when a new Vice Chancellor or equivalent position is added. Except for cost-of-living adjustments approved by the state legislature, any salary adjustments for executive staff appointed by the Chancellor shall be reported to the Board annually. 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.

In the event a professional conflict of interest arises with respect to the reporting line between the System General Counsel and the Chancellor, the System General Counsel shall report directly to the Board Chair until such time as the conflict of interest is removed.

(B/R 12/22)

Section 4. Evaluations

In accordance with basic principles approved by the Board of Regents, the Chancellor shall maintain written guidelines on file in the Chancellor's Office for the annual performance evaluations of the Chancellor, the institution Presidents and the System Administration staff.

(B/R 3/04)