

**Organizational
Charts**

The College's organizational charts are available in the office of the dean of administrative services, the College President, and other locations so designated by the College President. These are maintained in a three-ring binder and are updated, as necessary, by the dean of administrative services.

Job Descriptions

Copies of job descriptions, which include the duties and responsibilities for the chief executive officer, deans, administrative staff, faculty, and other staff members, are available in the office of the dean of administrative services, the College President, and other locations so designated by the College President. These are maintained in a three-ring binder and are updated by the dean of administrative services as necessary.