



University of Dallas Policy 2.2

EXECUTIVE AUTHORITY IN THE ABSENCE OF THE PRESIDENT POLICY

- 1.0 Purpose** - In the absence of the President, the University of Dallas (“University”) provides for continuity in the performance of the duties of the chief executive and in the conduct of the administration.
- 2.0 Scope** – This policy applies to all University operations and activities.
- 3.0 Definitions** – The following definitions apply for the purpose of interpreting this Policy.
 - 3.1 “Absence of the President” means the President is unavailable or unable to perform the duties assigned to the President for a period exceeding or reasonably expected to exceed one week.
 - 3.2 “Executive Officers” include the Executive Vice President, the Provost and Vice President for Academic Affairs, the Vice President for University Advancement and the Vice President for Board and Legal Services and General Counsel.
- 4.0 Delegation of authority** - The Executive Vice President is designated to exercise full authority as chief executive in the absence of the President. If the Absence of the President is reasonably expected to extend beyond one week, the President will provide notice of the planned absence to the Chair of the Board of Trustees. If the absence of the President is not planned, or if the Executive Vice President is also absent, full authority as chief executive officer is delegated to the following executive officers in succession:
 - 4.1 Provost and Vice President for Academic Affairs
 - 4.2 Vice President for Board and Legal Services and General Counsel and/or Vice President for University Advancement.
- 5.0 Scope of Delegated Authority**
 - 5.1 Executive officers exercising delegated authority must follow all policies and procedures of the University while executing the responsibilities of the President.
 - 5.2 Executive officers may take any actions deemed necessary to maintain the operations of the University when the President cannot otherwise be reached to make a decision.

5.3 As soon as practical, the President shall be informed of any decision or unusual incident and the action taken. No unusual or major decisions embodying significant commitments on behalf of the University will be made without consulting the President.

Principle Owner:	Vice President and General Counsel
Related Documents:	None
Dates of UPC Review:	None
Dates of General Council Approval:	09.18.18; 07.31.19
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