

## 02.01.00.00 College Organizational Structure

### I. Purpose

To delineate the lines of responsibility and authority within the organizational structure of the College.

### II. Scope

This policy applies to all divisions, departments, offices, and personnel of the College. It governs the organizational authority of the President, the reporting structure of executive leadership, and the maintenance of the College's official Organizational Chart. The policy is applicable to all employees whose roles fall within or are affected by the administrative hierarchy established by the President and approved by the Tennessee Board of Regents (TBR). It also guides the Human Resources Office in maintaining accurate organizational documentation and ensures that any revisions to administrative structure follow the required approval process.

### III. Policy

- I. The President of the College is the Chief Executive of the Institution and all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the Institution. The President reports directly to the Chancellor of the Tennessee Board of Regents (TBR).
- II. The following positions report directly to the President of the College:
  - A. Vice President of Academic Affairs and Student Success
  - B. Vice President of External Affairs
  - C. Vice President of Finance and Administration
  - D. Vice President of Information Technology and Facilities Management
  - E. Director of Internal Audit
  - F. Administrative Assistant to the President
- III. The Organizational Chart, maintained by the Human Resources Office, delineates the functions, operating units, and lines of responsibility and authority for the College. The Organization Chart is available on the MyDSCC portal. The President is responsible for submitting, for approval by the Chancellor, any administrative revisions.

### IV. Compliance

Source/Reference: TBR Policy 1:03:02:00.

### V. Definitions

None applicable.

## **VI. Revision History**

Policy created 3/12/2026 by Human Resources. Policy approved for adoption by Administrative Council on 03/26/2026.