



## PRESIDENT'S CABINET POLICY

**Board By Law:**  
**Policy Number: 2.1002**  
**Subject Area: General College Policies/Administration**  
**Approved Date: 03/23/2020**

The President's Cabinet will be comprised of institutional leaders appointed by the College President and they will represent all aspects of Kaskaskia College. The Cabinet will provide advice and recommendations to the president on all strategic and operational matters. Cabinet members under the leadership of the College President will oversee the operations of the entire campus and execute the mission, vision, and institutional goals of the College. Additionally, Cabinet will be responsible for executing the college's strategic plan, and for making all policy recommendations to the Kaskaskia College Board of Trustees for their approval. Subsequently Cabinet will then establish the procedures associated with approved policies. Cabinet members provide information and submit reports and recommendations to the President and the entire cabinet.

The Cabinet will be chaired by the College President. Meetings and activities of the Cabinet are to be coordinated by the President's Office. If the President is unable to attend a Cabinet meeting, a designee will be appointed by he/she to lead the Cabinet meeting in his/her absence. If the President is incapacitated, then per Board policy the Vice President of Administrative Services will serve as chair of Cabinet until the President is able to return.

Cabinet members are the institutional leaders of Kaskaskia College and it is an expectation of the President and Board of Trustees that all Cabinet members conduct themselves in a professional manner consistent with the College's Mission and Core Values, as well as abide by the procedures as defined for Cabinet membership.

All membership designations are at the discretion of the College President.

Approval History:

Replaces President's Cabinet Policy 2.93 approved March 23, 2020