

**BOARD OF TRUSTEES**  
**UNIVERSITY OF THE DISTRICT OF COLUMBIA**  
**UDC RESOLUTION 2016-\_\_\_**

**SUBJECT: Notice of Final Rulemaking, Amendments to Chapter 2, Changing the Title of the Provost of the Community College**

**WHEREAS**, pursuant to D.C. Code §38-1202.01 (b), the Board of Trustees has the authority to adopt, prescribe, amend, repeal, and enforce bylaws, rules, and regulations it considers necessary for the governance and administration of the University; and

**WHEREAS**, the Board seeks to amend 8B DCMR Chapter 2 to change the title of the Provost of the Community College to the “Chief Community College Officer”.

**WHEREAS**, on July 26, 2016, the Board of Trustees passed Resolution 2016-41 approving a Notice of Proposed Rulemaking (NPRM) for updates to Chapter 2 of 8B DCMR in order to change the title of the Provost of the Community College to the “Chief Community College Officer.”

**WHEREAS**, the Notice of Proposed Rulemaking was published in the D.C. Register on October 14, 2016 for a thirty (30) day comment period. The public comment period has lapsed, and no comments have been submitted during the period pursuant to the instructions printed in the Notice.

**THEREFORE BE IT RESOLVED** that the Board hereby approves the changes to Chapter 2 which change the title as discussed and as reflected in the attached rulemaking; and

**BE IT FURTHER RESOLVED** that the Board of Trustees of the University of the District of Columbia hereby takes final rulemaking action to amend Chapter 2 of the University Rules (Title 8B DCMR) to reflect the changes as indicated; and

**BE IT FURTHER RESOLVED** that the following change in Chapter 2 shall be effective immediately:

- The Provost of the Community College shall now be titled the Chief Community College Officer;

**BE IT FURTHER RESOLVED**, that the General Counsel is hereby directed to publish this Notice of Final Rulemaking in the District of Columbia Register.

Approved by the Board of Trustees:

November 22, 2016

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*Signature*

Dr. Elaine A. Crider

Chairperson of the Board



## FISCAL IMPACT STATEMENT

**TO:** The Board of Trustees  
**FROM:** Managing Director of Finance *David L. Franklin*  
**DATE:** July 14, 2016  
**SUBJECT:** Proposed Rulemaking - Title Change to Chief Community College Officer

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### Conclusion

It is concluded that there are fiscal impacts to the proposed rulemaking action to amend Chapter 2 of the University Rules (Title 8B DCMR)

### Background

Pursuant to D.C. Code §38-1202.01, the Board of Trustees has the authority to adopt, prescribe, amend, repeal, and enforce bylaws, rules, and regulations it considers necessary for the governance and administration of the University.

Under the provisions of 8B DCMR, the Board wishes to modify Chapter 2 in which the title of the Provost of the Community College will be changed to the Chief Community College Officer.

### Financial Impact

This request has been approved based upon the information provided. There are no anticipated risks at this time.

**UNIVERSITY OF THE DISTRICT OF COLUMBIA**

**NOTICE OF FINAL RULEMAKING**

Pursuant to the authority set forth under the District of Columbia Public Postsecondary Education Reorganization Act Amendments (Act) effective January 2, 1976 (D.C. Law 1-36; D.C. Official Code §§ 38-1202.01(a); 38-1202.06)(3),(13) (2001 & 2011 Supp.) The Board of Trustees of the University of the District of Columbia hereby gives notice of its intent to amend chapter 2 (Administration and Management) of subtitle B (University of the District of Columbia) of title 8 (Higher Education) of the District of Columbia Municipal Regulations (DCMR).

The purpose of the proposed rule is to change the title of the Provost of the Community College to the Chief Community College Officer.

The substance of the rules adopted herein was published in the D.C. Register on October 14, 2016 for a period of public comment of not less than thirty (30) days, in accordance with D.C. Official Code § 2-505(a) (2011 Supp.).

No public comment was received by the Board within the public comment period. These rules were adopted as final on November 22, 2016 and thus will become effective upon final publication in the D.C. Register.

**Section 211, EXECUTIVE APPOINTMENTS: NON-ACADEMIC ADMINISTRATORS, of Chapter 2, ADMINISTRATION AND MANAGEMENT, of subtitle B, UNIVERSITY OF THE DISTRICT OF COLUMBIA, of title 8, HIGHER EDUCATION, is amended as follows:**

**211 EXECUTIVE APPOINTMENTS: NON-ACADEMIC ADMINISTRATORS**

211.1 The following administrative positions shall be filled by executive appointment and shall be ratified by the majority vote of the Board:

- (a) Chief Operating Officer (COO): The COO has university wide authority over business operations. The COO reports to the President.
- (b) Chief Student Development and Student Success Officer (CSDSSO): The CSDSSO has university wide authority over student support and student success. The CSDSO reports to the President.
- (c) Chief Community College Officer: The University of the District of Columbia Community College is a Branch campus of the University. It offers courses in educational programs leading to an associate's degree or certificate. The administrative head of the Community College is titled the Chief Community College Officer, and reports to the President.

- (e) Chief of Staff: The Chief of Staff has authority over external affairs, coordinates the activities of the Offices of the Board and President, as well as the work of the Cabinet. The Chief of Staff reports to the President.
- (f) General Counsel: The General Counsel provides advice and counsel to the University stakeholders on all legal matters, and directs the activities of outside counsel working on behalf of the University. The General Counsel reports to the President with a dotted line to the Board.
- (g) Internal Auditor: The Internal Auditor is responsible for conducting internal audits of the University's operations. The Internal Auditor reports to the President with a dotted line to the Board.

211.2 The President may designate any position which reports directly to the President or any senior management or legal position of Administrative Salary Grade Level of 2B or higher which reports directly to a vice president to be filled by executive appointment.

211.3 The President, in his or her discretion, may conduct a formal or informal search or provide for a recruitment process to fill a position by executive appointment under this section, except that the President shall provide for a formal search and selection process, including active faculty and Board participation, to fill the position of Chief Community College Officer.

211.4 An employee of the University with permanent status who accepts an executive appointment under this section shall not have reversionary rights to return to the same position upon termination of the executive appointment. However, upon termination of the executive appointment, the former executive appointee shall retain his or her employment status at the University and shall be assigned to a position at the same level that he or she held at the time of the executive appointment.

211.5 A person newly hired under this section may, upon termination of the executive appointment, apply for competitive appointment to a position in the Educational Service for which he or she is qualified.