SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

Policy Manual

SUBJECT: Chain of Command

NUMBER: Policy I-03 (Formerly Policy VII-A-02)

A chain of command is established to facilitate the university in responding to situations requiring immediate action in the event that the President of the university is not available.
The following chain of command will be implemented to respond to situations requiring immediate action in the event that the President of the university is not available either in person or via cell phone communication. The following individuals, in the order listed, will be in charge and responsible for making decisions that require immediate action.

1. Vice President for Academic Affairs and Provost
2. Vice President for Student Development and Dean of Students
3. Vice President for Finance and Administration
4. Vice President for Research
5. Vice President of Human Resources
6. Director of Facilities and Risk Management
7. Director of Athletics

In the event of an emergency, the order listed above may change based on the Incident Command structure required for the response per the Emergency Management Plan.

The university will at all times have at least one individual in the above list available via cell phone and within a thirty-minute commute time from the university. If a situation arises in which all individuals in the above list are out of the area, the following personnel can be designated to serve as the on-campus representative as long as one person in the chain of command is available via cell phone.

- Director of Residence Life and Student Conduct
- Counselor
- Environmental Health and Safety Manager
- Director of Marketing and Communications

SOURCE: Aug. 2004; Office of the VP for Business and Administration, Jan. 2011; Office of the President: October 2013, December 2014