



**Administrative Cabinet
Campus Procedure 205.1
Chancellor's Office**

I. Purpose and Scope

This policy provides an overview of the membership and responsibilities of the Administrative Cabinet.

II. Definitions

III. Procedure

The administrative affairs of the University of Arkansas Community College at Batesville will be conducted through an administrative cabinet. This cabinet will be composed of the Chancellor, the Vice Chancellor for Academics, the Vice Chancellor for Student Affairs, the Chief Financial Officer, and the Executive Director of Facilities and Auxiliary Services.

The cabinet is responsible for the day-to-day management of the campus including implementing budget initiatives. In addition, the cabinet is responsible for managing all work-study dollars, for recommending tuition and fee rates and for formulating or modifying official policy. The cabinet will meet at the call of the Chancellor. Decisions requiring administrative approval should be referred to this group through one of the cabinet members or by submission to the office of the Chancellor.

Meeting minutes are publicly posted on the UACCB website and can be accessed at <https://www.uaccb.edu/uaccb-cabinet>.

IV. Related Information

V. Revision History

Effective Date: October 27, 1997

Revised Date: May 1, 2000; February 11, 2005; March 6, 2006; August 23, 2007; November 4, 2024; April 6, 2022; September 25, 2024