



# OLD DOMINION UNIVERSITY

## University Policy

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### Policy #1010 ABSENCE OF THE PRESIDENT

**Responsible Oversight Executive:** University Counsel  
**Date of Current Revision or Creation:** October 2, 2009

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#### A. PURPOSE

The purpose of this policy is to provide continued leadership in the absence of the President.

#### B. AUTHORITY

[Virginia Code Section 23-9.2:3, as amended](#), grants authority to the Board of Visitors to establish rules and regulations for the institution. Section 6.01(a)(6) of the [Board of Visitors Bylaws](#) grants authority to the President to implement the policies and procedures of the Board relating to University operations.

The University issues this policy pursuant to the authority provided to the President by Section 6.01(d) of the Board of Visitors Bylaws.

#### C. DEFINITIONS

Absence of the President occurs when the President is unavailable or unable to perform the duties assigned to the President by the Board of Visitors for a period exceeding one week or reasonably expected to exceed one week.

#### D. SCOPE

This policy applies to the Office of the President.

#### E. POLICY STATEMENT

1. In the event that the President plans to be absent, the President will delegate authority or limited authority in writing to the individual tasked with the authority provided to the President by the Board of Visitors. The President shall be presumed available if no written delegation exists.
2. In the event of an absence of the President, when no written delegation exists, the powers delegated to the President by the Board of Visitors shall be exercised by the following administrators in priority order:

- a. Provost and Vice President for Academic Affairs
- b. Vice President for Institutional Advancement
- c. Vice President for Administration and Finance

These powers shall only be exercised until such time that the Board of Visitors can be convened and appoint an Acting President, if necessary.

- 3. The authority delegated in E(1) and E(2) may not be further delegated.

**F. PROCEDURES**

N/A

**G. RESPONSIBLE OFFICER**

President

**H. RELATED INFORMATION**

N/A