

SLCC Position Reporting Matrix

President	President	Chief Executive Officer, reports to Board of Regents
Cabinet	Provost	Cabinet member, Chief Academic Officer, reports to President
	Vice President	Cabinet member, Chief of a major functional area, reports to President
1st Reports	Assistant Vice President	Chief of a major functional area, reports to Cabinet member, differentiated by survey
	Associate Provost	Chief of a major functional area, reports to Cabinet member, differentiated by survey
	Assistant Provost	Chief of a major functional area, reports to Cabinet member, differentiated by survey
	Dean	Chief of a major academic area, reports to Provost. (Dean of Student reports to VPSS)
	Executive Director	Chief of a major functional area, coordinates with external board, reports to Cabinet member
	Senior Director	Chief of a major functional area, reports to Cabinet member, differentiated by survey
	Director	Chief of a major functional area, reports to Cabinet member, differentiated by survey
2nd Reports	Associate Dean	Reports to Dean for academic administration of the faculty
	Program Director	Reports to Dean to administer focused group of instructional/research activities
	Director	A Director is a manager of managers. They may be responsible for multiple departments or a single large department. Develops strategic organizational policies and authorizes implementation of same. Responsible for the strategic direction of the department(s) in accordance with corporate vision. Work prioritization and decisions are important to the overall success of all aspects and phases of the organization. At times, is involved in the complexities of day-to-day operational problems. Ensures that overall budget schedules and performance standards are realistically set and attained. Work involves a broad latitude for decision-making and review of actions through goal attainment.
3rd Reports	Assistant Directors, Managers	An Assistant Director or Manager, is the person responsible for planning and directing the work of a group of professional and non-exempt individuals, monitoring their work, and taking corrective action when necessary. Managers may direct workers directly or they may direct several supervisors who direct the workers. Oversees projects and delegated assignments to ensure they are completed on schedule and within budget, and that results meet defined expectations. Defines tasks, selects assignees, negotiates performance parameters and priorities, delegates authorities and accountabilities, supports rigorous problem-solving disciplines, and manages progress. Has the power to hire or fire employees or to promote them.
4th Reports	Supervisors	A supervisor is the lowest, or most-junior, management position. It is a step above lead (Accounting Supervisor is senior to Lead Accounting Specialist), but below Manager. A supervisor is responsible for the day-to-day performance of a small group. It may be a team, or a shift. The supervisor has experience in what the group does, but is not necessarily better at it than everyone he/she supervises. The supervisor's job is to guide the group toward its goals, see that all members of the team are productive, and resolve problems as they arise. There are no budgetary responsibilities with a supervisory position. Supervisors are not responsible for hiring/firing or performance appraisals.