



Office of the President • One Washington Square • San Jose, California 95192-0002 • 408/924-1177

September 7, 1995

PD 95-03

TO: SJSU Managers and Supervisors

FROM: Robert L. Caret, President

A handwritten signature in black ink that reads 'Robert L. Caret'.

SUBJECT: Presidential Direct 95-03 - "Chain of Command"

This memorandum supersedes all previous notices on this subject. It is not intended to alter the normal responsibilities of any of the administrators indicated, nor should it be so interpreted.

As you know, it may become necessary for another officer of the University to act for me when I am away from the campus. This, then, will serve as the official delegation of both authority and responsibility to the following administrators to make decisions on behalf of the President in emergency situations when I am not available. The "Chain of Command" is as follows:

1. President
2. Provost and Vice President for Academic Affairs
3. Vice President for Administration
4. Vice President for Student Affairs (Acting)

RLC:le

c: CSU Chancellor Munitz
Executive Committee, SJSU Academic Senate