



**Office of the President**

One Washington Square  
San José, California 95192-0002

**PD 2009-03**

July 14, 2009

MEMO TO: Administrative Heads, Chairs, Deans, Directors and  
Vice Presidents

FROM: Jon Whitmore  
President

A handwritten signature in black ink that reads "Jon Whitmore" with a horizontal line extending to the right.

SUBJECT: Presidential Directive 2009-03 (Supersedes PD 97-01)

**San José State University Order of Succession**

As you may know, it may become necessary for another officer of the University to act for me when I am away from the campus or disabled. This Presidential Directive 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 and Finance/CFO
4. Vice President for Student Affairs
5. Vice President for University Advancement
6. President's Chief of Staff

The following should be added to the "Chain of Command" for major disaster or emergency situations:

7. Vice Provost for Academic Planning and Budgets
8. Chief of Police
9. Vice President for Information Technology and Chief Information Officer

This memorandum supersedes Presidential Directive 2007-01 and all previous notices on the order of succession.