

3359-6-01 Office of capital planning and facilities management.

(A) President of the university. As specified in rule 3359-1-05 of the Administrative Code, the president is executive head of all university colleges, branches, schools, and departments, possessing duties, responsibilities, and powers as delineated in the rules of the university of Akron.

(B) Chief planning and facilities officer.

(1) The chief planning and facilities officer shall be appointed by the board, upon recommendation of the president; shall hold office at the discretion of the president; and ultimately reports to the president through the administrative reporting line then in effect.

(2) The chief planning and facilities officer shall be responsible for oversight and management of the office of capital planning and facilities management and shall serve as the primary advisor to the administration on physical planning, construction, maintenance, and safety; and, shall be responsible for the direction and supervision of all physical planning, construction, maintenance, and safety of the university, including the provision of design advice, and services in all matters pertaining to capital improvements on behalf of the university of Akron.

(3) The chief planning and facilities officer shall:

(a) Assist the president and other administrative officers to identify and implement programs and strategies that will provide comprehensive and preventative capital planning guidance to the university of Akron;

(b) Review, advise, and assist with planning and construction documents, including contracts related to capital improvements and maintenance at the university of Akron;

(c) Maintain the professional qualifications necessary to serve in the position;

(d) Review, advise, and assist with property acquisitions and leases;

(e) Coordinate capital improvements and services for the university of Akron with the appropriate state of Ohio departments, liaison with the city of Akron, county of Summit, and state of Ohio planning authorities, including the office of the state architect; and

(f) Oversee the safekeeping of all construction drawings, specifications, and similar documents related to university capital projects.

(C) The chief planning and facilities officer shall have the authority to organize and staff the office of capital planning and facilities management to meet its operational responsibilities, consistent with university rules and policies and the authority of the president.

Replaces: 3359-6-01

Effective: 05/07/2022

Certification: _____
M. Celeste Cook
Secretary
Board of Trustees

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