

POLICY: 2.2.1

Commissioner Responsibilities and Authority

Revised: August 6, 2026

Last Reviewed: April 15, 2026

Adopted: June 2, 1988



POLICY:

The Commissioner is responsible to the Board for the planning, development, and internal management of the System's staff, organization, and other resources to ensure the optimal development, planning, evaluation, and management of technical education programs designed to meet the needs of the citizenry, business, and industry most cost-effectively and efficiently. The Commissioner reports to and serves at the pleasure of the Board of the Technical College System of Georgia.

The Commissioner shall:

1. Develop and submit goals, objectives, and plans for the System's operations to the Board for approval.
2. Plan, develop, coordinate, and manage the implementation of a statewide program of postsecondary technical and adult education, which facilitates the meeting of, and is consistent with, the economic development needs of the state and its citizenry.
3. Manage the System's day-to-day operations through professional staff and direct the development and implementation of operational policies and procedures as needed.
4. Recommend to the Board the appointment of the President of each Technical College.
5. Conduct an evaluation of the President of each Technical College.
6. Ensure Board policies are implemented and communicated to all personnel. Employees shall be encouraged to make suggestions for, and contribute to, the formation of new or modifications to existing policies.
7. Develop and submit annual and long-range plans for technical and adult education.
8. Develop criteria, standards, and procedures for evaluating programs, services and activities.
9. Review and allocate all annual and supplemental budget requests for all postsecondary technical and adult education.

10. Submit proposed changes to Board responsibilities and authority.
11. Submit proposed legislation for Board consideration.
12. Submit legal documents involving Board actions or litigation matters.
13. Submit proposals for membership of local boards of Technical Colleges.
14. Submit all contracts exceeding \$125,000 for Board consideration.
15. Submit change orders or amendments exceeding twenty percent of original contract price.
16. Approve change orders for capital outlay within approved limits when authorized.
17. Develop and manage plans to promote Board activities and solicit funds.
18. Provide periodic progress reports on major projects and overall system activities.
19. Submit proposed organizational structure changes for Board approval.
20. Develop job descriptions and manage employment decisions (e.g., employ and dismiss) for staff and/or delegate these responsibilities to supervisory staff.
21. Establish and administer employee grievance procedures.
22. Approve or delegate approval for employee travel requests.
23. Receive and resolve, when possible, any complaints regarding the Board's policies and the System's operation.
24. Ensure that all revenues are properly collected, recorded, and deposited in accordance with the Board's policies.
25. Ensure that the Board's expenditures are in accordance with the Board's and the Legislature's budgetary limitations.
26. Establish and maintain a positive working relationship with other postsecondary technical and adult education entities.
27. Represent the state with national, regional, and other postsecondary technical and adult education agencies, organizations, and associations.
28. Perform other duties as assigned by the Board.

RELATED AUTHORITY:

O.C.G.A. § 20-4-11 – Powers of Board

O.C.G.A. § 20-4-14 – TCSG Established; Powers and Duties