



POLICY SECTION: Administrative – Human Resources

RELATED BOARD POLICY: N/A

RELEVANT LEGISLATION: N/A

PRIMARY APPROVER: President

SECONDARY APPROVER: Director of Physical Plant & Campus Safety

RESPONSIBLE AUTHORITY: Physical Plant in Consultation with Human Resources

DATE APPROVED: January 7, 2024

DATE(S) REVIEWED / REVISED:

POLICY REVIEW - FREQUENCY: To be reviewed every 3

4. Procedure

- 4.1. The decision to close the College shall be made by the President of King's University College in consultation, where possible, with Western University and Senior Administration.
- 4.2. The President will inform the Budget Unit Heads and the decision shall be communicated via email to all campus community members and posted on the King's University College website as soon as possible.
- 4.3. Certain "essen