

CHIEF EXECUTIVE OFFICER
QUALIFICATIONS AND DUTIES

BFA
(LOCAL)

Delegation To the extent permitted by law, the College President may delegate responsibilities to other employees of the College District but shall remain accountable to the Board for the performance of all duties, delegated or otherwise.

Qualifications The qualifications of the College President shall be as follows:

1. A proven, successful executive-level experience record in higher education (community college experience desired);
2. A distinguished record of professional accomplishments;
3. A reputation as a leader with a vision for the future of higher education/community colleges;
4. A record of actions reflecting concern for the success and well-being of students; and
5. A proven track record in negotiating strategic alliances and in working effectively with both internal and external groups/constituencies.

President's Office The College President shall be the chief executive officer of the College District; authority shall be delegated to the College President by the Board. The College President's authority and responsibilities shall include, but not be limited to, the following:

1. Serve as chief executive officer of the College District with responsibility to the Board for ensuring that the College District's strategic direction and operations are consistent with its mission, purpose, and core values and are in compliance with state and federal laws, regulations, and accreditation guidelines.
2. Implement, effectively, policies and regulations established by the Board related to:
 - a. Academics and curriculum development;
 - b. Investments, budgeting, and funding;
 - c. Student services;
 - d. Community relations and fundraising; and
 - e. Personnel.
3. Serve as investment officer designee of the Board.
4. Represent the College District to its constituency, the general public, and educational groups.

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5. Preside at public exercises of the College District, such as graduation. The College President shall confer degrees and certificates recommended by the faculty and authorized by the Board.
6. Provide, regularly, information to the members of the Board regarding:
 - a. Current educational trends and the College District's initiatives to maintain relevant and appropriate academic programs and services; and
 - b. Proposed legislation and the potential impact on the College District.
7. Implement College District policies and develop appropriate controls and management practices that achieve efficient and effective use of the College District's resources. The College President shall recommend operational policies for consideration by the Board.
8. Direct the strategic planning efforts of the College District, including the development of the master plan and annual budget recommendations, toward meeting established strategic goals and achievement indicators in support of the College District's mission and consistent with its purpose and core values.
9. Enhance academic quality through a comprehensive curriculum, development of new academic and administrative initiatives, and through the employment, professional development, and retention of a well-qualified, diverse, student-oriented faculty and administrative team, while ensuring that criteria required for continued regional accreditation are maintained.
10. Encourage a student- and community-oriented climate consistent with the College District's mission, purpose, and core values, and promote the College District through active involvement in state, national, and local professional and community organizations.
11. Direct and participate in initiatives to foster relationships and establish partnerships with legislators, local governmental officials, and business leaders to enhance and strengthen programs and opportunities offered through the College District to its students.
12. Initiate resource development/enhancement strategies and review internal and external proposals related to funding from

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grants and contracts to enhance the College District's academic and service programs.

13. Maintain ultimate control of the College District's fundraising activities.
14. Ensure timely and accurate submission of state and federal reports, as well as other required reports, such as regional accreditation reports.
15. Enter into various negotiations and agreements on behalf of the College District relating to financial, contractual, and community affairs.
16. Have ultimate responsibility and exercise appropriate administrative and fiscal control over the College District's intercollegiate athletic program.

When action is urgently required in an area not covered by Board policy, the College President shall be authorized to act. The College President shall inform the Board promptly of such action, which shall be subject to review by the Board at its discretion.