

## TRITON COLLEGE BOARD POLICY

### **BOARD OF TRUSTEES, DISTRICT 504**

### **GOVERNANCE**

#### **APPOINTMENT OF COLLEGE PRESIDENT AND RESPONSIBILITIES OF POSITION**

**POLICY 1132**  
**ADOPTED: 11/20/90**  
**AMENDED: 08/23/05**

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#### Selection of the President

In fulfillment of the provision of the Illinois Public Community College Act, the Board of Trustees makes the appointment and considers the entire compensation package for the President, who shall be the Chief Executive Officer of the Board and all college personnel.

In carrying out these duties, the Board will:

1. Determine the qualifications, experience, necessary academic preparation, and other skills and characteristics which members seek in a President.
2. Determine the processes and procedures to be followed in selecting the President.
3. Based upon the input from the college community, the Board of Trustees will determine whether the Board will function as a committee of the whole in the selection process or whether a board presidential selection committee will be appointed.
4. Delegate to the college Human Resources Office the responsibility to arrange for the processing of applications, announcements, and materials to facilitate the nomination of candidates.
5. Determine the composition, selection of members, and functions of any advisory search committee which Board members feel may be necessary.
6. Determine the terms, conditions, and compensation for consultants if the Board wishes to employ a firm or individuals.
7. Select and interview the final candidates and offer opportunities for the campus community to meet the finalists.

#### Responsibilities of the President

##### I. Basic Function

The President is the chief executive officer of the College, responsible to the Board of Trustees for the total organization, administration, and development of the College. As CEO the President is the official channel to the Board for all policy, program and budget recommendations. It is the President's responsibility to monitor the diverse needs of the district, provide creative educational leadership to meet the goals of the college as determined by the Board of Trustees, and to foster a constructive sensitivity to cultural differences within the district and the campus. The President or the President's official designee represents the College in all relationships with governmental and external regulatory agencies.

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II. Basic Responsibilities and Authorities

- A. Develop and recommend to the Board comprehensive plans for the development of the College, setting forth institutional philosophy, mission and goals, budget allocation and distribution of resources and facilities that utilize sound management principles in accordance with the needs of the district's citizens and students through the assessment of the problems and opportunities facing the institution.
- B. Execute policies, resolutions and directives as adopted by the Board of Trustees through the development and implementation of administrative procedures consistent with Board policies and applicable laws, as appropriate for the effective operation of the College.
- C. Develop and maintain an effective system of communication with the Board of Trustees keeping them fully informed regarding the College.
- D. Responsible for the coordination of the orientation and professional development of the Board. The President, in consultation with the College Attorney, will be responsible for maintaining the Board Policy Manual and will provide counsel on policy applications. Attend all meetings of the Board of Trustees except when the President's salary is being considered or when temporary absence is required.
- E. Responsible for the selection, development and evaluation of senior administrative staff as needed to implement the missions of the College.
- F. Provide a climate that encourages the development and implementation of progressive institutional initiatives.
- G. Provide leadership and organization in the development of problem-solving approaches that integrate the entire College community.
- H. Provide leadership in the recruitment and selection of a superior staff of professional and support personnel and foster a climate which is conducive in building commitment to the institutional purpose and missions.
- I. Provide recommendations to the Board of Trustees for initial or continued employment of all employees of the College, and recommend promotions and/or terminations.

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- J. Under the supervision of the Board, coordinate the President's annual evaluation process.
- K. Responsible for promoting a favorable public image of the College to internal and external constituencies and representing the College to the general public, directly and through the media, so as to communicate the goals and programs of the College.
- L. Participate in concert with other college presidents and leaders in attempts to influence local, state and federal agencies to best serve the needs of the institution and district.
- M. Assess the overall effectiveness of the institution with respect to the mission statement and objectives of the college on an annual basis.
- N. Delegate to members of the President's staff powers and duties as the President deems appropriate in the administration of the College.
- O. Perform other duties assigned or delegated by the Board of Trustees.