

BOARD/PRESIDENT RELATIONSHIP (BPR)

BPR 1: Delegation to the President

The president is accountable to the full board. The board will establish the governing board policies, delegating the development and implementation of administrative procedures to the president.

1. All board authority delegated to staff is delegated through the president, so that all authority and accountability of staff is considered to be the authority and accountability of the president.
2. The president shall create planning processes and objectives which accomplish institutional goals.
3. *Executive Parameters* policies constrain the president to act within acceptable boundaries of prudence and ethics. The president is authorized to establish all further procedures, make all decisions, take all actions, and develop all activities as long as they are consistent with the board's policies.
4. No individual board member, officer, or committee has authority over the president.

BPR 2: President's Job Description

As the board's single official link to the operating organization, the president's performance will be considered to be synonymous with organizational performance as a total.

Consequently, the president's job contributions can be stated as performance in the following major areas:

1. Organizational accomplishment of the provisions of board policies on *Goals*.
2. Organizational operation within the boundaries of prudence and ethics established in board policies on *Executive Parameters*.
3. Creation of an atmosphere of mutual respect, fairness, consistency, and caring at the college.

BPR 3: Presidential Evaluation

The board will review and evaluate the president's performance annually and complete the process by the August board meeting.

Evaluating presidential performance is synonymous with evaluating organizational performance. Any evaluation of the president's performance will be based on **BPR 2**, *President's Job Description*, and **EP 1.7**, *Executive Parameters*.

1. The purpose of evaluation is to determine the degree to which board policies are being fulfilled.
2. The documents to be used for presidential evaluation include the institutional effectiveness measures for the strategic plan goals and objectives.
3. Upon the choice of the board, any board policy can be evaluated by internal report, external report, or direct board inspection.
 - a. Internal report: disclosure of compliance information to the board from the president.
 - b. External report: discovery of compliance information by a disinterested, external auditor, inspector, or judge who is selected by and reports directly to the board.
 - c. Direct board Inspection: discovery of compliance information by a board member, a committee, or the board as a whole. This is a board inspection of documents, activities, or circumstances directed by the board which allows a "prudent-person" test of policy compliance.

BPR 4: Executive Succession

1. Temporary Succession

For short periods of time, not to exceed 30 consecutive working days, either the vice president for business and finance or the vice president for teaching, learning and student development may be designated by the president to serve as acting president in his/her absence. In the absence of both of these positions, another administrator will be designated. For periods in excess of 30 working days, an acting president of Elgin Community College will be selected by the board.

2. Continuity of Administration

If the president cannot designate an acting president for an absence of less than 30 days, administrative responsibility shall be in the following order:

- a. Vice president for teaching, learning and student development
- b. Vice president for planning, institutional effectiveness and technology
- c. Vice president for business and finance

In the absence of all of the above, the president or his/her designee shall designate the person who has administrative responsibility.

[Rev. 8/19]

3. Emergency Succession

In order to protect the board from sudden loss of presidential services, the president must have at least two other executives familiar with board and presidential issues and processes. The president will recommend to the board each year, at the organizational meeting, his or her designated line of succession.