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Board Policy

**SUPERINTENDENT/PRESIDENT ROLE**

**RESPONSIBILITIES**

The Superintendent/President serves as the chief executive officer for the Glendale Community College District, is accountable to the Board which acts as one body, and serves as secretary to the Board. The Superintendent/President is responsible to lead the college in fulfilling its mission in accordance with state and federal laws and the policies of the Board.

The Superintendent/President has primary responsibility for the quality of the institution, and provides effective leadership in planning, organizing, budgeting, selecting and developing personnel, and assessing institutional effectiveness.

- A. The Superintendent/President plans, oversees, and evaluates an administrative structure organized and staffed to reflect the institution's purposes, size, and complexity. The Superintendent/President delegates authority to administrators and others consistent with their responsibilities, as appropriate.
- B. The Superintendent /President guides institutional improvement of the teaching and learning environment by the following:
  - 1. Establishing a collegial process that sets values, goals, and priorities
  - 2. Ensuring the college sets institutional performance standards for student achievement
  - 3. Ensuring that evaluation and planning rely on high quality research and analysis on external and internal conditions
  - 4. Ensuring that educational planning is integrated with resource planning and distribution to support student advancement and learning
  - 5. Ensuring the allocation of resources supports and improves learning and achievement; and
  - 6. Establishing procedures to evaluate overall institutional planning and implementation efforts to achieve the mission of the college.
- C. The Superintendent/President has the primary leadership role for accreditation, ensuring that the college meets or exceeds eligibility requirements, accreditation standards, and official regional accrediting commission policies.
- D. The Superintendent/President assures the implementation of statutes, regulations, and governing board policies and assures that institutional practices are consistent with institutional mission and policies.

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- E. The Superintendent/President effectively controls budget and expenditures.
- F. The Superintendent/President works and communicates effectively with the communities served by the institution.
- G. The Superintendent/President exercises these responsibilities in a collegial manner by supporting and relying upon the shared governance structure, process, and practice in decision-making. In academic and professional matters, the Superintendent/President will collegially consult with the Academic Senate.
- H. The Superintendent/President shall act as the professional advisor to the Board in policy formation.

The Superintendent/President is expected to perform the duties contained in the Superintendent/President job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Superintendent/President.

Reference:

- Accreditation Standard IVB (2014)

Administrative Regulation: None

Adopted 10/15/07

Revised 9/09/14; 11/17/15; 4/21/20

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