

## Chapter 2 – Board of Trustees

### **BP 2430 Delegation of Authority to College President/CEO**

#### **References:**

Education Code Sections 70902(d), 72400

The Board delegates to the College President/CEO the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action.

The College President/CEO may delegate any powers and duties entrusted to him or her by the Board but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The College President/CEO is empowered to reasonably interpret Board policy. In situations where there is no Board policy direction, the College President/CEO shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the College President/CEO to inform the Board of such action and to recommend written board policy if one is required.

The College President/CEO is expected to perform the duties contained in the College President/CEO 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 College President/CEO.

The College President/CEO shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.

The College President/CEO shall make available any information or give any report requested by the Board as a whole. Individual trustee requests for information shall be met if, in the opinion of the College President/CEO, they are not unduly burdensome or disruptive to College operations. Information provided to any trustee shall be provided to all trustees.

The College President/CEO shall act as the professional advisor to the Board in policy formation.

The College President/CEO shall file with the Secretary of State, State of California, within ten days any amended statement pursuant to Government Code Section 53051 when any of the following facts occur:

- A change in the full, legal name of the District;
- A change in the official mailing address of the District;
- A change in the membership of the Board of Trustees;
- A change in the officer positions of the Board of Trustees.

Adopted: March 24, 2004  
Reviewed: May 14, 2013  
Reviewed: December 16, 2014  
Reviewed: June 9, 2015  
Reviewed: May 10, 2016