

**Cochise College
District Board Policy**

**Category: Board – President Relationship
Policy Number: 302
Title: President’s Responsibilities**

The President is the chief executive officer of the College, accountable to the District Board as a collective, and the Board’s official link with the College. The Board shall direct the President through written policies, delegating interpretation and implementation to the President.

The President’s responsibilities include but are not limited to the following:

- a. The President shall advise the Board on such matters as policy and the welfare of the College.
- b. The President shall recommend proposed policies to the Board for their consideration.
- c. The President shall provide leadership and direction to the College consistent with the purposes of the College and with Board policies.
- d. The President shall ensure the establishment and maintenance of policies and procedures that set forth rules, regulations, and rights for both employees and students. These shall provide for handling of grievances, ensure due process, protect against wrongful conditions, and comply with laws and standards pertaining to discrimination, equal opportunity, sexual harassment, and privacy.
- e. The President shall establish and maintain mechanisms for employee and student participation in College governance and for advice in College management.
- f. The President, as the principal official of the College, shall represent the College to the general public and to all organizations, associations, bodies, to government, and to the private sector.
- g. The President shall recommend employees to the Board for appointment.
- h. The President shall establish and maintain administrative and College policies and procedures that address such matters as instructional and student affairs, financial management, employee performance, personnel compensation and benefits, and external relationships. The President shall also ensure that these matters are monitored.
- i. The President may delegate powers and duties, but not responsibility.

- j. The President shall inform the Board or the Board Chairperson if time does not permit, of publicly sensitive matters affecting the College.
- k. The President shall inform the Board on an annual basis of College progress.
- l. The President, in consultation with the Board Chairperson, shall appoint an Acting President to act as chief executive during the sustained absence from the College of the President.