
TITLE:	General Executive Expectations
NUMBER	300 (Replaces 2010)
APPROVED BY BOARD OF TRUSTEES:	11/19/09

The President shall act on behalf of the Board of Trustees in any and all matters, which concern the *administrative* functions of the college, including serving as appointing authority for all faculty, classified and exempt employees of the college. The President shall be responsible for organizing all of the functions of the college district in an effective and efficient manner that is consistent with the college philosophy and mission.

Any authority delegated by the Board is through the President, so that all authority and accountability of staff is considered to be the authority and accountability of the President.

The President shall ensure that all College practices, activities, decisions, and organizational circumstances conform to prudent, legal, ethical, and commonly accepted business and professional standards.

The President will ensure that all laws of the state of Washington, rules and regulations of the State Board for Community and Technical Colleges, and all relevant federal statutes are upheld as they relate to College operations.

1. The President will give a high priority to involvement within the community and ensure that college programs, services, needs, and accomplishments are clearly communicated.
2. With respect to interactions with students or prospective students, the President shall ensure a safe, respectful, responsive environment, which provides careful attention to matters of confidentiality and privacy.
3. Interactions with staff, volunteers, and the public shall be civil, equitable, responsive and dignified, characterized by open and clear communications.
4. Budgeting shall clearly reflect Board-established strategic directions and the President's goals, shall demonstrate fiscal prudence, and shall be derived from an institution-wide strategic planning process.
5. Actual financial conditions shall reflect sound financial management and clear support of strategic directions and the President's goals.
6. Information and advice to the Board will be accurate, complete, and timely.
7. Assets will be protected and adequately maintained.
8. President shall perform job duties as designated by the Board of Trustees and reviewed on a periodic basis.