

President Evaluation and Accountability Policy	Policy Number	1.3.2
	Effective Date	September 19, 2012

1.0 POLICY & PURPOSE

- A. The President is the only employee accountable to the Board of Trustees for the successful and effective operations of the College and individual performance as spelled out in Policy 1.3.1.
 - 1) The Board will not give instructions to persons who report directly or indirectly to the President.
 - 2) The Board will not evaluate, either formally or informally, any staff other than the President.
 - 3) The institution’s performance shall be a significant component of the Board’s assessment of the performance of the President.

- B. The Board will systematically and rigorously monitor the President’s performance to determine the extent to which the responsibilities of the President are being met, goals are being achieved, and whether behaviors and operational activities fall within expectations set by the Board.

- C. Presidential Evaluation

Each year, the Board will evaluate the President’s performance according to the following expectations and sequence, in addition to any other expectations or requirements established in the President’s contract.

- 1) Goal Setting – Each year, typically occurring in the late spring or early summer, the Board will collaboratively work with the President to establish a series of annual performance goals for the President. The goals shall be formally approved by the Board before the start of each new fiscal year (July 1st of each year).
- 2) Institutional Effectiveness Report – Each year, typically in the late summer or early fall, the President will present a report to the Board assessing and describing the performance of the College in areas of effectiveness and efficiency.
- 3) Progress Update – Each year, typically in the winter (February), the President shall provide the Board an update describing progress that they have made on the annual goals established in item 1) above.
- 4) Annual Self-Evaluation – Each year, typically in late spring, the President shall provide for the board a comprehensive self-evaluation on the goals established in 1) above, as well as the overall performance of the institution as provided in 2) above. In addition, the President shall provide the Board with a draft list of personal goals for the coming year, to help facilitate the Goal Setting process.
- 5) Presidential Evaluation – Each year, typically in late spring or early summer, and coinciding with the President’s annual self-evaluation and prior to the annual goal setting, the Board

shall conduct a comprehensive review of the President's performance in areas such as institutional effectiveness, goal attainment, general job performance, leadership, etc.

2.0 REVISION HISTORY

Adopted on: 9/19/12

Revised on: 11/8/17

Amended on: 11/15/23

3.0 PERSONS AFFECTED

Persons affected by this policy are the Laramie County Community College Board of Trustees and President.