

Southwestern Oregon Community College

BP 2430 Delegation of Authority to the President

NOTE: *This policy is legally advised.*

Purpose

To delegate authority for the operation of the college to the only employee of the Board of Education.

Statement

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

The President of the college is the only employee of the Board of Education

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

The President is empowered to reasonably interpret Board of Education policy. In situations when no Board of Education policy exists, the President shall have the power to act, but such decisions shall be subject to review by the Board of Education. It is the duty of the President to inform the Board of Education of such action and to recommend written Board of Education policy if one is required.

The President is expected to perform the duties contained in the 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 of Education in consultation with the President.

The President shall ensure that the College complies with all relevant laws and regulations, and submit required reports in timely fashion.

The President shall make available any information or give any report that the Board of Education as a whole request. Individual Board of Education member requests for information shall be met if, in the opinion of the President, they are not unduly burdensome or disruptive to the College operations. Information provided to any Board of Education member shall be *available/provided* to all Board of Education members.

The President shall establish a clear understanding of working relationships in the College with all personnel. Established lines of authority on the organizational chart represent direction of authority and responsibility.

The President may reorganize lines of authority and revise the organizational chart. The Board expects the President to keep the administrative structure current with the needs for supervision and accountability within the College.

The President shall act as the professional advisor to the Board of Education in policy formation.

References: ORS 341.290

Adopted: 2/28/2022