

The Board of Trustees adopts a set of guidelines that explains the roles and relationship between members with the CEO (President) of the college.

Board members will follow general duties including:

- Demonstrate that the board of trustees is a legal unit of one.
- Demonstrate an understanding that the board makes policy and the administration carries it out. Policy is a high-level, overall plan embracing the general goals of/or an acceptable procedure(s) for the college; it is a definite course or method of action to guide and determine present and future decisions.
- Presume the CEO will inform the board of any significant policy and/or financial recommendations he/she engages prior to any implementation or action steps.
- Engage the CEO in both short-term and long-term strategic planning in terms of vision, mission, as well as significant institutional initiatives.
- Avoid mission creep by making sure the institution is pointed in the right direction, maintaining appropriate feedback loops, and without directly managing daily operations.

Follow Relationship Expectations with the CEO including:

- Work in partnership with the CEO.
- Make data-driven decisions based on sound evidence supplied by the CEO in a timely manner to all board members.
- Expect the CEO will make recommendations and resolutions to the board for discussion and possible action.
- Presume the CEO will support and carry out Board actions reporting back to the Board as expected and perhaps requested.
- Presume the CEO will take appropriate action consistent with Board policy.
- Work with the CEO to foster a clear understanding of institutional priorities.
- Foster open, honest, and meaningful conversation with the CEO and expect the same such communication in return following the spirit of “no surprises.”
- Publicly support the CEO and college staff with the expectation that the CEO will do the same for the board.
- Direct the CEO only as a board, not as individual trustees.

Follow Relationship Expectations with the institution and community including:

- Ensure community interests are represented in board decisions by maintaining links with voters, including business and community leaders.
- Foster institutional shared governance and cohesiveness through the CEO.
- Funnel formal complaints and/or criticism from the community and/or employees to the CEO.
- Not discriminate or retaliate against a college employee for expressing ethical dissent or whistleblowing activities.

- Promote an organizational climate that provides for effective engagement of grievances.
- Promote an organizational climate that encourages constructive communication that is responsive, honest, meaningful, non-judgmental, and data-driven.
- Foster an organizational climate that prizes evidence and data-driven decisions in a free and open environment.
- Support equal opportunity initiatives in accordance with federal and state laws and will not discriminate on the basis of race, creed, color, religion, gender, age, marital status, national origin, sexual orientation, or disability in college business.

Adopted:  
Amended: July 17, 2009  
Legal Ref: