

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

CONDITIONS OF EMPLOYMENT FOR COLLEGE PRESIDENTS

BP 3-15

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REFERENCES:

C.R.S. 23-60-101, et seq.; State Fiscal Rules

ISSUED BY:

Joe D. May, System President

Policy Statement

College presidents shall be provided with employment contracts subject to the conditions of this policy.

Scope

This policy applies to the president of each state system community college.

Term of Contract

The term of a college president's initial contract of employment shall be for two years. The term for subsequent contracts shall be three years. Upon the recommendation of the System President and with the concurrence of the college president, different terms may be approved by the Board if there are extenuating circumstances. The salary may be adjusted annually during the term of the contract at the discretion of the System President.

Job Description

The System President shall provide each college president with a job description which describes the assigned duties and responsibilities.

Reassignment

After consultation with the respective college advisory council (s), the college president, and other parties-in-interest, the System President may reassign a college president within the System; provided that salary and contractual benefits are not reduced during the term of a contract.

Nonrenewal

The Board may nonrenew the contract of a college president. In such case, the System President shall give notice of nonrenewal. Salary and benefits shall continue six months from the date of the notice. There shall be no review of such action.

Contract Termination

The initial and the subsequent contracts can be terminated during the term of the contract by:

1. Resignation
2. Retirement
3. Non-appropriation (as required by C.R.S. 24-19-104 (1.5)(a))
4. No-fault separation
5. For cause at any time. Cause shall be defined as: violation of laws, conviction of a felony or acceptance of a guilty plea or a plea of *nolo contedere* to a felony; failure to fulfill the provisions of the employment contract; moral turpitude; or mental or physical disability after reasonable accommodation which substantially interferes with the person's ability to perform the essential functions of the job. If the System President recommends termination for cause during the term of the contract, the College President is entitled to notice and the opportunity to be heard prior to such termination.

Evaluation

Annual Review: The System President shall review college president's performance each year. This review may include, but is not limited to, evaluation of the president's progress toward achieving goals and adjustment of said goals, if appropriate.

End of Term Evaluation: The System President shall evaluate the college president's performance during the last year of the contract term based on the following criteria:

1. Educational leadership
2. Administrative management
3. Achievement of college goals and objectives
4. Achievement/support of system goals/initiatives
5. Community/business and industry relationships/partnerships, K-12, 4 yr. colleges/universities and College Advisory Council.
6. Leadership skills

The evaluation shall also include feedback/input from a sample of the college community, selected community leaders, business and education CEO's and College Advisory Councils.

Health Benefits

College presidents are provided those health and welfare benefits which are provided to Administrators in the Board's policy on employee benefits.

Compensation

1. Salary
 - A. Base salaries shall be set by the Board.
 - B. College presidents will be eligible for:
 - Annual base salary performance based increases that shall be base-building.
 - Annual non-base building performance bonus of up to 15% of base salary to recognize exemplary accomplishments/service that add value to the college/system and which are above and beyond job expectations.
2. Commercial liability insurance will be provided for all presidents.

Leave

College presidents are eligible for annual leave, sick leave, bereavement leave, paid holidays, jury leave, and military training leave as provided for Administrators in the Board's policy on employee benefits.

In addition, the System President may grant paid leave for college presidents to provide professional services to individuals or to non-state institutions or agencies. If the college president receives compensation for such services, the compensation may be retained by the college president provided that:

- 1) the professional activity is not in conflict with and contributes to the overall image and professional stature of the college and/or the System, and to the professional development of the college president;
- 2) the total compensation retained during any fiscal year does not exceed one-tenth (1/10) of the college president's annual salary; and
- 3) absence from the campus will not be detrimental to the growth, development, and stability of the college.

The System President may grant to college presidents leaves of absence with or without pay for up to one month under such terms and conditions as the System President may specify. Extended leaves of absence must have the approval of the Board.

Procedures

The System President shall promulgate procedures as necessary to implement this policy.