

Board Policy 2746 Evaluation of the Superintendent/President

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BP 2746 Evaluation of the Superintendent/President

**Reference: California Education Code Section 70902
WASC/ACCJC 2002 Standard IV.B.1.j**

1. The Board of Trustees expects excellence from each employee of San Joaquin Delta College. In furtherance of this expectation, it shall be the policy of the Board of Trustees to evaluate the Superintendent/President periodically and use the results of the evaluation as bases of improvement and positive corrective actions for future performance.
2. The annual evaluation of the Superintendent/President shall take place in June of each year. The evaluation shall comply with any requirements set forth in the contract of employment with the Superintendent/President. The evaluation will be based on the performance of duties contained in the job description of the Superintendent/President and on progress made in achieving the goals and objectives developed annually by the Superintendent/President with approval from the Board.
3. In June of each year, the Superintendent/President shall prepare a written self evaluation, a list of accomplishments, and the proposed goals and objectives for the next academic year.
4. In April of each year, The Board of Trustees shall work with the Superintendent/President to select a facilitator to assist the Board in its evaluation of the Superintendent/President. In May of each year, the facilitator will be responsible for administering a questionnaire to the leadership representatives from each shared governance and collective bargaining group. Sample questions for the questionnaire are provided in Board Policy 2746.1 (Superintendent Evaluation Questionnaire). The Board and Superintendent/President will determine the content of the questionnaire through a process of collaborative agreement. The questions should be geared to solicit input on the following items relating to the Superintendent/President's performance:
 - a. student success
 - b. leadership
 - c. strategic planning and budgeting
 - d. fiscal and operational management
 - e. community and shared governance/group relations
 - f. relationships with the Board
5. The facilitator shall compile the results of the questionnaires completed by constituent group which will be provided as input to the Board of Trustees.

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6. Each member of the Board of Trustees will independently complete the questionnaire which will be compiled by the facilitator.
7. The facilitator shall consolidate the mean scores and written comments from the questionnaires completed by the Board of Trustees into one written report.
8. The Board and the Superintendent/President will meet in Closed Session to review the performance of the Superintendent/President, and the written report from the facilitator, and set expectations and goals for the next review cycle. The compiled results of the questionnaires completed by the Board of Trustees may be used for any changes in the contract extension and compensation.