



COLLEGE PROCEDURE MANUAL

| Procedure Title | Procedure Number | Page(s) | Date Adopted: |
|--|-------------------------|----------------|----------------------|
| Annual Evaluation of the College President | BFE - I | 1 | 6/30/2025 |

BASED ON BOARD POLICY

| Section | Policy Title | Policy Number | Date Adopted: |
|----------------------|------------------------------------|----------------------|----------------------|
| B – Local Governance | Chief Executive Officer Evaluation | BFE (LOCAL) | 6/30/2025 |

PURPOSE

The purpose of this procedure is to provide a timeline for the annual assessment of performance of the college President.

PROCEDURE

1. The Board of Trustees will evaluate the President on an annual basis.
2. No later than June 30 of each year, the Board of Trustees will approve a timeline for the evaluation of the President.
3. No later than June 30 of each year, the Board of Trustees will approve an instrument for the evaluation of the President.
4. The President will supply the Board with the required information and reports requested by the Board to conduct an informed evaluation.
5. The Board will complete their evaluation of the President.
6. The Presidents or their designee will compile the results of the evaluation into a report.
7. No later than August 31 of each year, the results of the annual evaluation are discussed with the President by the Board or its designee.