Response to Yosemite Community College District Recommendation #4

District Recommendation #4: The team recommends the District develop policies that clearly define, and follow, the process for hiring and evaluating the college president. (Columbia College 2011 Evaluation Report References Standards IV.B.1; IV.B.1.j and Modesto Junior College 2011 Evaluation Report References Standards III.A, III.A.1, III.A.3; ER3, ER5.)

Board Policy 7431 was adopted on February 8, 2012. It clearly states the following:

“In the case of a Chancellor vacancy, the Board shall establish a search process to fill the vacancy and shall select the Chancellor.

In the case of a college president vacancy, the Chancellor shall work with the Board to establish a search process to fill the vacancy and to select college president(s).

The search process(es) shall be fair, open, and transparent and shall comply with relevant regulations.”

When the Accreditation Team last visited, this Policy was in the final review process by the YCCD Policy and Procedures Committee and therefore was not yet officially recognized. Since its adoption by the Board on February 8, 2012, the Accreditation Team Recommendation 3 has been satisfied.

In Board Policy 7405, Board Responsibility, it is stated, “In conference with the Chancellor, it is primarily the Board’s business to consider and act upon the following: ...

10. Establish a search process to fill the vacancy of college president(s) (See policy 7431).”

The presidents are evaluated on an annual basis. The only exception would be that of a new president, in which an evaluation is conducted at the first six months of service, and then again at the one year anniversary. The process and timeline for the presidential evaluation is as follows:

- April 1 - Presidential evaluation surveys sent to college community.
- April 10 - Survey closes.
- April 30 - Survey results to Chancellor and college president.
• May 15 - Self-Evaluation, survey results and draft goals for upcoming year due to the Chancellor.

• May 16-31 - One-on-one meetings to be scheduled with Chancellor to discuss evaluation.

• May Board Meeting - Notify Board that the results of the evaluations are being processed and report forthcoming at June meeting.

• June Board Meeting - Closed Session Item: Chancellor to share evaluation results with Board of Trustees. Satisfactory evaluations will result in a roll of the president(s) contract, effective July 1.

Finally, it is clearly stated in the Chancellor’s job description that part of their responsibility is the supervision and evaluation of the college presidents.

**Evaluation**

The Yosemite Community College District has developed Policies and has Procedures in place that clearly define and follow the process for hiring and evaluating the college presidents. The Board of Trustees, working with the Chancellor recently hired a new president for MJC and she began her duties on July 1, 2012. Further, the Columbia College President, hired on July 1, 2011, has been evaluated both at six-month and one-year intervals, according to the process and timeline described above.

**Planning Agenda**

No planning agendas are necessary.
District Recommendation Four Evidence

1: Minutes of the Board of Trustee Meeting, February 8, 2012

3: YCCD Board Policy 2431 (formerly 7431)