



Community College District 19 Board of Trustees

POLICY TYPE: GOVERNANCE PROCESS GP-3

POLICY TITLE: BOARD JOB DESCRIPTION

The job of the Board is to represent the citizens of Benton and Franklin counties in determining and demanding appropriate organizational performance. To distinguish the Board's own unique job from the jobs of its staff, the Board will concentrate its efforts on the following job "products" or outputs:

1. The link between Columbia Basin College and the citizens of Benton and Franklin counties.
2. Provide written governing policies which, at the broadest levels, address:
 - a. Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good, for which needs, at what cost).
 - b. Executive Limitations: Constraints on executive authority which establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - c. Governance Process: Specification of how the Board conceives, carries out and monitors its own tasks.
 - d. Board-Staff Linkage: How power is delegated and its proper use monitored, through the authority and accountability of the President's role.
3. Ensuring the President's performance (against policies in 2a and 2b).
4. A link between the Board and the College Foundation Board for maintaining communication and providing coordination between the two Boards.
5. Authority to grant tenure, extend the tenure and review process for probationary faculty, and dismiss tenured faculty at Columbia Basin College. Additionally, the Board reserves the authority to renew or not renew contracts for probationary faculty, and to dismiss probationary faculty.

Adopted: 7/01/1997
Revised: 02/14/22 and 02/9/2024
Last Reviewed: 02/09/2024



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6. Set policies for and review the Financials and associated status for the College at a frequency determined by the Board.
7. Sole authority to change the compensation and benefits for the President.
8. Discretion to name College facilities, including buildings, rooms, wings, parks, landscaped areas or other significant locations, for person or corporations.
9. Discretion to designate a former President, administrator, or former faculty member to the status of Emeritus for the College.
10. Authority for the following Employment Responsibilities:
 - a. Employ, for a period to be fixed by the Board, a President for Columbia Basin College. The Board may also appoint a President for the district, and fix their duties and compensation, which may include elements in addition to salary.
 - b. Release a President from duties and responsibilities for the College based on justified cause or mutual agreement between the parties.