

**6A5A22** The Chancellor may delegate, subject to approval by the Board, any of the powers and duties which the Board has entrusted to the Chief Executive Officer but in every instance shall continue to be responsible to the Board for the execution of the powers and duties delegated.

**6A5A23** The Chancellor serves as Secretary to the Board of Trustees.

**6A5B** College President

**6A5B1** As the executive head of a College, the President is responsible to the Chancellor of the District. As chief administrator of the College, the President shall be responsible for maintaining the policies, procedures, rules, and regulations as set forth by the Chancellor, the Board of Trustees, the California Education Code, the Board of Governors of the California Community Colleges, and the general laws of California and of the United States of America. The President shall have the authority to delegate areas of responsibility as permitted by law.

**6A5B2** The President shall make recommendations to the Chancellor for the employment, retention, and dismissal of all staff.

**6A5B3** The President shall have responsibility for the assignment of all staff.

**6A5B4** The President shall supervise the evaluation of staff and make recommendations regarding retention and promotion. *(Revised August 5, 1999)*

**6A5B5** The President shall appoint management representatives to standing and ad hoc committees and designate the chairs of College-wide committees according to College policy and the law. *(Revised June 6, 1999)*

**6A5B6** The President shall schedule and conduct meetings of the faculty.

**6A5B7** The Presidents shall represent the College as appropriate at conferences and meetings and with county, state, and federal offices.

**6A5B8** The President shall approve all textbooks and instructional materials.

**6A5B9** The President shall recommend to the Chancellor budget, curricular, facility, and employee requirements essential to effective operations of the College. *(Revised February 3, 2005)*

- 6A5B10** The President shall supervise programs and services appropriate to community services and the College as a civic center.
- 6A5B11** The President shall direct articulation efforts with high school districts and institutions of higher education.
- 6A5B12** The President shall appoint all citizen committees advisory to College programs after consultation with department or division chairs.
- 6A5B13** The President shall carry out such duties as may be assigned by the Chancellor.
- 6A5B14** The President shall direct the efforts of a College toward a realization of its purposes and interpret the College's programs accurately and effectively to the various publics being served.
- 6A5B15** The President shall provide leadership for the instructional and student employee services of the day, evening, and summer programs. (Revised February 3, 2005)
- 6A5B16** The President shall appoint department/ division chairs according to College policy. (*Revised June 6, 1999*)
- 6A5B17** The President shall be responsible for campus adherence to adopted courses of study with such exceptions as may be authorized by the Chancellor.
- 6A5B18** The President shall see that extra-curricular activities are properly organized and supervised.
- 6A5B19** The President shall advise and assist the staff and instructors in difficult cases of discipline.
- 6A5B20** The President shall be responsible for the development of such rules for the use of buildings, grounds, and equipment as shall ensure their being kept in a neat, secure, and sanitary condition.
- 6A5B21** The President shall be responsible for the learning climate and have the right to administer suitable and proper corrective measures for student misconduct. This may include suspension from classes, disciplinary probation, revocation of Associated Student Body privileges, or other suitable means.
- 6A5B22** Advertisements, circulars, or publications other than approved College related circulars and bulletins to be announced or distributed on College premises shall have prior approval of the College President.

**6A5B23** The President shall be advised of interviews with students other than those by parents or legal guardians, interviews for employment, interviews with armed forces representatives, representatives from four-year colleges, or officers representing the law.

**6A5B24** The President shall see that all student body and District monies are received and disbursed in accordance with regulations.

**6A5B25** The President shall delegate, subject to the approval of the Chancellor, any of the powers and duties entrusted to him/her, but in every instance he/she shall continue to be responsible to the Chancellor for the execution of the powers and duties delegated.

**6A5C** Management Staff

**6A5C1** Responsibilities and job descriptions of all management positions as designated by the Board of Trustees are to be maintained on a current basis with the District Chancellor.

**6A6** Responsibilities of Confidential Employees

**6A6A** Confidential employees, as designated by the Board of Trustees, are employees who are required to develop or present management positions with respect to employer-employee relation or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions. *(Revised February 3, 2005)*

**6A6B** Responsibilities and job descriptions of confidential employees are to be maintained on a current basis with the Chancellor or designee.

**6B** Confidential and Management Employment Policies

**6B1** General Policies

**6B1A** Confidential and management employees are appointed by the Board of Trustees in accordance with provisions of the Education Code.

**6B1B** Announcements of management and confidential position openings shall be posted at the Colleges, centers, and the District Office of the Kern Community College District.

**6B1C** Assignment of management staff shall be upon the recommendation of the College President. The recommendation for reorganization and assignment of management staff will be forwarded to the Chancellor for approval and action by the Board of Trustees. *(Revised June 6, 1999)*