

**District Board of Trustees Policy
(BOT)**



Policy Title: Duties, Powers and Responsibilities of The District Board of Trustees

Policy Number: 6Hx6:1.01

Specific Authority:
Florida Statute 1001.61; 1001.64
Florida Administrative Code

Policy Approved: 04/23/1992; 08/23/2005; 02/18/2009; 09/24/2013; 01/27/2015; 10/01/2019

Policy:

The District Board of Trustees of the Florida SouthWestern State College District is the governing board of the College. It is charged by Florida Statutes and State Board of Education Rules with responsibility for establishing the policies which are required by law or necessary to the operation of Florida SouthWestern State College. The Boards of Trustees is responsible for cost-effective policy decisions appropriate to the College's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

In carrying out this responsibility, the Board of Trustees, after considering recommendations submitted by the President, shall be authorized to adopt such rules, procedures, and policies as are necessary to operate the College in a manner that assures the fulfillment of the responsibilities assigned to the Board. These rules, procedures, and policies may supplement those prescribed by the Department of Education if they will contribute to the more orderly and efficient operation of the College. The Board of Trustees shall appoint suspend, or remove the President of the College.

Selection - The Board of Trustees shall select a person qualified for the position of President and competent to perform the duties and responsibilities of the position. The minimum basic qualification is an earned doctorate or equivalent. If the Board of Trustees chooses to recognize an equivalent, it shall specify the education, experience, and other elements deemed to constitute equivalency, and notify the Division of Florida Colleges of them. The Board of Trustees shall seek and interview persons with the highest qualifications for educational leadership, and shall consider particularly the candidate's education, experience in community colleges and related fields, understanding of community college programs, and demonstrated leadership ability.

Contract - The Board of Trustees shall provide the President a written contract of employment. The contract shall fix the duration of employment, the compensation, and the fringe benefits, and may contain any other terms and conditions the Board deems appropriate. Rules and procedures governing the employment and dismissal of the President shall be incorporated into the contract for employment.

Evaluation - At the time the contract is issued, the Board of Trustees shall inform the President of duties and responsibilities, of the procedure by which performance shall be evaluated, and of the criteria for evaluation. The Board shall evaluate the President annually. Evaluations shall cover each duty and responsibility, whether assigned by the Board of Trustees or specified in law or rule. The evaluation and the findings shall be in writing and shall be submitted, immediately after acceptance by the Board of Trustees, to the Chancellor of the Division of Florida Colleges for review.

The Florida SouthWestern State College President Evaluation form is used independently by each member of the Board of Trustees prior to the annual contract review of the President. This instrument is designed to serve as a guide for the evaluation of the President in order to ensure a comprehensive review of his/her performance. Individual trustees are asked to use this opportunity to communicate to the President any concerns relative to the President's performance in the areas designated on this form.

Normally, the Florida SouthWestern State College President's Evaluation will be distributed to Board members in April, at least 4 weeks prior to the May Board meeting. Board members are to return the completed form at least 2 weeks prior to the Board meeting in May, at which time they publicly discuss the President's performance.

Suspension - The responsibility for suspending and dismissing the President remains with the Board of Trustees. In such case, the Board of Trustees shall meet promptly to review the evidence establishing cause and to act on that evidence by continuing the suspension or by dismissing or reinstating the President. The Board shall promptly report its action and rationale to the State Board of Education.

Filling a Vacancy - When the position of President becomes vacant, the Board of Trustees may appoint Acting or Interim President.

When considering the President's contractual status at a public meeting of the Board of Trustees, each trustee is expected to vote a satisfactory or unsatisfactory rating based on the criteria contained in the evaluation form.