



Monitoring Executive Performance

Date: 2/5/02

Section 2.3

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2.3 MONITORING EXECUTIVE PERFORMANCE

The Governing Board shall monitor executive performance, which is synonymous with monitoring organizational performance against Board policies in the Board/Staff Relationships, Executive Expectations, and Ends categories. Any evaluation of the performance of the superintendent/president, formal or informal, may be derived only from these monitoring data.

2.3.1 Purpose

- A. The purpose of monitoring is simply to determine the degree to which Board policies are being implemented.
- B. Monitoring shall be as automatic as possible, using a minimum of Board time so that meetings can be used to create the future, rather than review the past.
- C. The superintendent/president must produce information and data for the Board that convinces reasonable people that the criteria contained in policy have been addressed.
- D. For regular monitoring, the Board shall establish a schedule of monitoring reports. However, upon the option of the Board, any policy can be monitored by any method at any time.

2.3.2 Monitoring Specific Policy

- A. Internal reports to the Board from the superintendent/president.
- B. External reports by external auditors, agencies, or groups. Such reports must assess performance against Board policies, unless the Board has previously indicated that the external party's criteria are the standards (*e.g. legal, audit, and accreditation standards*).



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**Board/Staff Relationships
Policy Category 2**

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- C. Direct inspections or reviews of compliance information by a Board member, a committee, or the Board as a whole. This is an inspection of documents, activities or circumstances directed by the Board that allows a “reasonable person” test of policy compliance.

2.3.3 Conduct a Formal Evaluation [Accreditation Standard 10.A.4]

- A. The Board shall conduct an evaluation of the superintendent/president at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the superintendent/president, as well as this policy.
- B. The Board shall evaluate the superintendent/president using an evaluation process developed and jointly agreed to by the Board and the superintendent/president.
- C. The criteria for evaluation shall be based on board policy, the CEO job description, and performance goals and objectives developed in accordance with Board policy 2.3.