



**Chaffey
Community
College District**

5885 Haven Avenue
Rancho Cucamonga, CA 91737-3002

Executive Expectations
Policy Category 3:
General Institution

Communication and Support to the Board

Date: 2/5/02

Section 3.2

Revised:

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3.2 COMMUNICATION AND SUPPORT TO THE BOARD

The superintendent/president shall support, counsel and keep the Board informed. Accordingly, she/he shall:

- A. Communicate with the Board as a whole, except when (a) fulfilling individual request for information, or (b) responding to officers or committees duly charged by the Board.
- B. Advise the Board if, in the superintendent/president's judgment, the Board is not in compliance with its own policies on Governance Process and Board/Staff Relationships, particularly in the case of Board action that is detrimental to the working relationship between the Board and the superintendent/president.
- C. Keep the Board aware of major trends and events that affect the Board, policies, or the college community.
- D. Report in a timely and accurate manner an actual or anticipated noncompliance with any policy of the Board.
- E. Submit monitoring data required by the Board (see Policy 2.3 on Monitoring in Executive Performance) in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored.
- F. Gather for the Board as many staff and external points of view, issues and options, as needed, for fully informed Board choices.
- G. Present information in a clear and concise manner and/or identify the purpose of the information and desired Board activity.
- H. Provide a mechanism for official Board, officer or committee communications.
- I. Submit all items to the Board that are delegated to the superintendent/president, but required by law or contract to be Board-approved, along with relevant monitoring assurance.