



Board Policy 310: President - Functions

Administration

The title of the Chief Executive Officer of the Iowa Valley Community College District is President.

The President is responsible to the Board of Directors and is accountable for leading and managing all operations and activities of Iowa Valley Community College District.

The President is the educational leader of the District and the Chief Administrator and Executive Officer of the Board of Directors. The Board President, acting on behalf of the Board, serves in a supervisory role to the President.

The President is responsible for the operation of the District with respect to its educational program, its faculty and student services, and the use of its facilities. The President will delegate to the staff all necessary administrative and supervisory responsibilities to ensure an efficient operation of the institution. (Legal Reference: Iowa Administrative Code 21.2(3)).

The Board of Directors expects the President to operate the District through four major areas of responsibility while demonstrating desirable personal characteristics:

District Finance

- Provides oversight of all District expenditures and spending decisions
- Uses District resources appropriately to achieve short- and long-term budget objectives
- Ensures balanced District funding through appropriate levels of student tuition, state aid, tax levies, grants, and other funding sources

Institutional Performance

- Guides and communicates annual District objectives
- Leads visioning of potential community and student programming needs and interests.
- Ensures student success in quality learning experiences through Arts & Science, Career Technical, and Continuing Education programming
- Administers District policies
- Communicates with all constituents in the total scope of operations including planning, organizing, staffing, and training

Leadership

- Engages District stakeholders in IVCCD's initiatives through the vision, mission, core values, and strategic plan
- Encourages innovation and ideas for District excellence through Higher Learning Commission (HLC) accreditation processes and other quality-related initiatives
- Leads District economic development efforts
- Provides oversight of public relations and news media contacts
- Participates in higher education and community college activities and uses current literature in decision making

Professional Relationships

- Demonstrates knowledge and understanding of the culture of rural central Iowa and specifically of IVCCD
- Develops partnerships with leaders of area business and industry, agencies, and other education institutions

- Works directly with Ellsworth College Board of Trustees, Ellsworth College Foundation, Marshalltown Community College Foundation, and area, state and federal legislative bodies and agencies, and professional organizations to facilitate District objectives
- Oversees District employee-management relations
- Maintains quality work relationships with the governing Board and District faculty and staff.

Date of Review: June 12, 2024

Date of Revision: June 12, 2024

Date of Adoption: February 21, 1977

Legal Reference

Iowa Administrative Code 21.2(3)

Related Administrative Rules and Regulations

None

Revision History

June 8, 2022; January 9, 2019; March 8, 2017; June 9, 2010; October 10, 2001; September 9, 1992