

### **3.0 *Chief Executive Officer***

**3.1 Institutional Governance**

**3.2 Responsibilities of the Chief Executive Officer**

**3.3 Organization of the College**

Lincoln Land	Subject:	<b>Institutional Governance</b>
Community College	Policy Number:	<b>3.1</b>
	Officer Responsible:	President
	Last Reviewed:	4/22/09
	Last Revised:	
	Effective Date:	2/24/98
BOARD POLICY	Old Policy Number:	2.1.3

Policy Statement: Lincoln Land Community College is committed to maintaining governance structures and processes that are open to, and encourage the participation of, the entire college community in the development and evolution of its policies and procedures. All individuals, through their unique perspectives, can make valuable contributions to governance that helps Lincoln Land Community College fulfill its mission.

Lincoln Land Community College	Subject:	<b>Responsibilities of the Chief Executive Officer</b>
	Policy Number:	<b>3.2</b>
	Officer Responsible:	President
	Last Reviewed:	4/22/09
	Last Revised:	4/22/09
	Effective Date:	2/24/98
BOARD POLICY	Old Policy Number:	2.2.1

Policy Statement: The President shall be the chief executive officer of the Board and of the College in accordance with the Act\*. The primary roles of the President are: (1) to implement the policies of the Board; and (2) to provide direction for the operation of the College. In order for the Board as the policy-making body and the President as the administrative officer responsible for services to students and the community to work effectively, all formal communications and recommendations to the Board of Trustees are coordinated by the President.

More specifically, it is the responsibility of the President to -

- Develop the organizational structure of the College;
- Make recommendations on hiring, and where delegated to hire, all faculty and/or staff;
- Make recommendations on new or modified policies;
- Develop administrative procedures to implement policies;
- Conduct, or cause to be conducted, necessary research or studies to verify or justify courses of action taken or recommended;
- Provide opportunities for faculty, staff, and Board growth and development;
- Provide leadership and direction to move the College into a position of leadership among its peers;
- Represent the Board and College in a professional and supportive manner to the public and the media;
- Serve as the College's chief advocate before coordinating, regulatory, and legislative agencies;
- Make recommendations on all matters to come before the Board for its consideration;
- Represent the Board and College at professional and civic meetings; and
- Exercise discretionary authority consistent with Board policies in carrying out the responsibilities of the position.

*Legal Citation:*

\* 110 ILCS 805/3-26

Lincoln Land	Subject:	<b>Organization of the College</b>
Community College	Policy Number:	<b>3.3</b>
	Officer Responsible:	President
	Last Reviewed:	4/22/09
	Last Revised:	
	Effective Date:	2/24/98
BOARD POLICY	Old Policy Number:	2.2.1.1

Policy Statement: The President shall establish and maintain the organizational structure of the College, and shall cause an organizational chart to be prepared and published from time to time.