



ADMINISTRATIVE PROCEDURE

2435

DESERT COMMUNITY COLLEGE DISTRICT

EVALUATION OF SUPERINTENDENT/PRESIDENT

As a regular and scheduled activity, the Board will evaluate the performance of the Superintendent/President based on the Superintendent/President job description, performance goals and objectives developed in accordance with Board Policy 2430 Delegation of Authority to the Superintendent/President, and other appropriate criteria agreed to by the Superintendent/President and the Board of Trustees.

The primary purpose of the evaluation will be to maintain high quality District administrative leadership. The evaluation process will follow these principles.

- Three months prior to the scheduled annual evaluation, the Board takes action to nominate and approve up to two Board members to an ad hoc committee to develop the format/tool and monitor the evaluation process.
- Instruments used in the evaluation will be reviewed periodically and may be revised by majority action of the Board. The Board will take action to approve the format/tool for the evaluation of the Superintendent/President.
- The approved instrument(s) will be distributed to the Board of Trustees to be completed by each individual board member ahead of the evaluation.
- The Vice President of Human Resources will compile the evaluation results for the Board of Trustees to review.
- The Board of Trustees will meet with the Superintendent/President to conduct the evaluation in a Closed Session.
- The evaluation criteria will include performance goals and objectives related to the District's commitment to diversity, equity, and inclusion.
- The evaluation will be signed by all parties when final. The Superintendent/President will retain a signed copy, and a signed copy will be placed in the Superintendent/President's personnel file.

References:

**Education Code Section 87663;
ACCJC Accreditation Standards 4.5**

Administrator: Superintendent/President

Executive Cabinet Review/Approval: 4/8/2025
College Planning Council – 1st Reading: 5/9/2025

College Planning Council – 2nd Reading: 5/23/2025
Board Review – Info Item: 6/12/2025
Next Review: 2032-2033