

**Board of Trustees**

**AP 2435 EVALUATION OF THE CHANCELLOR**

**Reference:**

**Accreditation Standard IV.A**

ACCJC Accreditation Standards IV.B and IV.C.3

Evaluation of the Chancellor by the Board of Trustees is to be based upon performance of the duties outlined in the job description for that position and upon goals and objectives developed annually by the Board of Trustees and the Chancellor, consistent with BP 2435 titled Evaluation of Chancellor and BP 2430 titled Delegation of Authority. Performance goals and objectives are personal to the administrator, confidential, part of the evaluation process, discussed as a part of the evaluation only in closed session, and are not released to the public.

**Process**

1. Instruments used in the evaluation will be reviewed periodically and may be revised by majority action of the Board of Trustees after discussion with the Chancellor.
2. The Chancellor's performance goals and objectives shall be developed annually by the Board of Trustees in consultation with the Chancellor, no later than the last regular Board meeting in July.
3. The Chancellor shall meet in closed session with the Board of Trustees to discuss the evaluation.
4. The evaluation report will be signed by all parties when final. A signed copy will be retained by the Chancellor, and a signed copy will be placed in the Chancellor's personnel file in a sealed envelope marked, "To Be Opened by a Current Bona Fide Voting Member of the Board of Trustees".

---

**Approved:** March 19, 2013

*(This is a new procedure recommended by the Policy and Procedure Service)*