

**Standard IV: Leadership and Governance**  
**Section B: Chief Executive Officer**

**IV.B.5 The CEO assures the implementation of statutes, regulations, and governing board policies and assures that institutional practices are consistent with institutional mission and policies, including effective control of budget and expenditures.**

*To provide feedback on this draft, please use the feedback survey at:*

<http://goo.gl/forms/nECvLLqoGt>

**Evidence of Meeting the Standard**

- Board Policy 1050
- Board Policy 2106
- Integrated Planning Process

**Analysis and Evaluation**

Board Policies clearly specify the Superintendent/President's role with regard to the implementation of statutes, regulations, and governing board policies. Board Policy 1050 authorizes the Superintendent/President with the executive responsibility for administering the policies adopted by the Board, and for carrying out all specifically required or assigned to the President or the Superintendent of the district in the California Education Code and Title 5 of the California Code of Regulations.

With regard to effective budgetary control, Board Policy 2106 outlines the Superintendent/President's role in providing effective control of budget and expenditures. BP 2106 also calls for a general fund target reserve of 10 percent of the unrestricted general fund revenues.

In order to carry out the responsibilities given to him by the Board of Trustees and ensure that the institution's practices remain consistent with its mission and policies, the Superintendent/President oversees integrated planning processes on campus, including the multi-year strategic planning process and the annual planning and resource allocation process. Per established procedure, the Superintendent/President and/or the Vice President of Administrative Affairs present budgetary information to the Board each month in public session. This information includes the district's monthly budgets and any subsequent budget transfers, as well as any bills and warrants. Any Board action on these items takes place in public session.

During the 2014 Accreditation Survey, faculty and staff were asked to respond to the statement "The College president ensures the implementation of statutes, regulations, and Board policies." Of those who responded, 62.4% agreed with that statement, while 28.6% of those who responded answered "Do not know."

The Superintendent/President ensures that institutional practices remain consistent with the mission and policies of the college through his oversight of integrated planning processes. Throughout the multi-year strategic planning process and the annual planning & resource allocation process, all goals,

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objectives, and resource allocation requests link to institutional objectives or student learning outcomes, which in turn, directly link to the institutional mission.

Each year in early October, the Superintendent/President shares the budgetary planning assumptions for the upcoming planning cycle with the campus community through the shared governance structure. As the annual planning and resource allocation process proceeds, these planning assumptions inform the discussion and lead to more transparency around broader issues and external requirements that inform the budgeting process.

The Superintendent/President provides additional budgetary planning assumptions when warranted. For example, at its August 2013 meeting [EVIDENCE: Cite actual meeting notes here], the Board and Superintendent/President discussed the need to eliminate the college's structural deficit [EVIDENCE: Board Meeting minutes, August 2013]. To set the stage for this task, the Superintendent/President worked with the campus community to develop a set of principles to guide planning and resource allocation decisions as the budget was being balanced [EVIDENCE: Planning Assumptions]. These guiding principles were strongly tied to the institutional mission and kept the needs of students at the front of the discussions during a time of great fiscal stress at the institution.

The Superintendent/President exercises fiscal constraint and oversight, and ensures that resource allocation decisions best meet the needs of the campus. For example, the Presidents/Vice Presidents' group (PVP) reviews all vacant positions to consider the needs of the department where the vacancy ranks in the context of overall institutional needs.

**Conclusion:** Monterey Peninsula College meets this standard.

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