

# BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 301

Title Statement of Guiding Principles - Administration

In this series of the Board Policy Manual, the Board defines the role and the employment of the College President and his/her cabinet (hereafter in this series referred to as the President's Cabinet, Administrators, or the Administration). Policies in the 400 Series Personnel also apply to these administrators unless a more specific policy exists in this series.

College administrators have been given a great opportunity and responsibility to manage the College, to provide educational leadership, and to implement the educational philosophy of the College. They are responsible for the day-to-day operations of the College. Carrying out these operations, the administrators are guided by Board policies, the law, the needs of the students, and the wishes of the citizens in Merged Area XII.

It shall be the responsibility of the administrators to implement and enforce the policies of the Board, to oversee employees, to monitor educational issues confronting the College, and to inform the Board about College operations.

While the Board holds the President ultimately responsible for these duties, the administrators are more directly responsible for educational results, for the administration of the school facility, and for the employees.

The Board and the administration shall work together to share information and decisions under the management team concept, striving toward continuous quality improvement.

Date of adoption 11/22/66

Legal Reference: (Code of Iowa)

Date of last revision 5/13/91

260C.14; 279.8

Date of current revision 1/8/96

Related Administrative Procedures and Cross References \_\_\_\_\_