

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

1000 SERIES GOVERNING BOARD POLICIES

A. Organization and Procedures of the Governing Board

1050 Executive Officer of the Governing Board

The Superintendent/President of the District shall be designated as the Executive Officer of the Governing Board, and as such is empowered to sign such papers and documents as the Board may authorize or is otherwise authorized by law.

The Superintendent/President shall have the executive responsibility for administering the policies adopted by the Board and for executing all decisions of the Board requiring administrative action. In the initiation and formulation of District policies, the Superintendent/President shall act as the professional advisor to the Board.

The Superintendent/President may delegate any powers and duties entrusted to the office by the Board and shall be specifically responsible to the Board for the execution of such delegated powers and duties.

The Superintendent/President is delegated the authority to act on behalf of the Board in an emergency for the protection of life, health, and safety of individuals and the protection of property.

The Superintendent/President is delegated the authority to accept written resignations of employees of the District. The resignation shall be deemed accepted by the Board when accepted in writing by the Superintendent/President whose acceptance shall be final and conclusive. The resignation may not be withdrawn without the consent of the Board. The Board shall fix the date when the resignation takes effect, ordinarily on the date tendered by the employee but in no event later than the close of the current school year.

In situations for which the Governing Board has provided no policy for administrative action, the Superintendent/President shall have the power to act; but his/her decision shall be subject to the review of the Board.

The Superintendent/President shall make available any information or give any report requested by the Board or any member of the Board.

The Superintendent/President shall perform all duties specifically required or assigned to the President or the Superintendent of the District in the California Education Code and the California Administrative Code, Title 5.

Reference: Education Code 72413, 87770; California Code of Regulations, Title 5;
Governing Board Policy 5030.

Adopted: April 13, 1988.