

## ADMINISTRATION/MANAGEMENT

### **B-1a PROCEDURE      Presidential Delegated Duties**

The following powers and duties of the Board are hereby delegated to the President, to be exercised in the name of the Board. The President may act with respect to all such matters without the need for approval and final action by the Board unless such approval and final action by the Board is expressly required by statute. The President shall:

(1) Have general supervision, control, and operation of each campus or educational site within its jurisdiction.

(2) Subject to coordination by the Coordinating Commission for Postsecondary Education as prescribed in the Coordinating Commission for Postsecondary Education Act, analyze and develop recommended programs to be offered by the College, such programs to include applied technology education, academic transfer programs, academic support courses, and such other programs and courses as the needs of the community college area served may require, while avoiding unnecessary duplication of existing programs and courses in meeting the needs of the students and the community college area.

(3) Have the responsibility and authority to recruit, contract and employ, for a period to be fixed by the board, executive officers, administrative officers, instructional faculty, support personnel, and such other employees as may be necessary or appropriate to the operation of the College.

(4) Have the responsibility and authority to recommend to the Board of Governors the duties and compensation of executive officers, administrative officers, instructional faculty, support personnel, and such other employees, subject to the requirements of the Industrial Relations Act, Neb. Rev. Stat. §§48-801 et. seq.

(5) Have the authority to discharge any person employed by the College subject to the continuing contract provisions of Neb Rev. Stat. §85-1528., when in his or her judgment the interests of the College so require.

(6) Subject to coordination by the Coordinating Commission for Postsecondary Education as prescribed in the Coordinating Commission for Postsecondary Education Act, have charge of the development of plans for the construction, lease, purchase, purchase on contract, operate, equip, and maintain facilities in his or her judgment that the interests of the College require.

(7) Have the authority to contract for services connected with the operation of the community college area as needs and interest demand.

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(8) Have the responsibility and authority to cause a comprehensive audit of the books, accounts, records, and affairs to be made annually covering the most recently completed fiscal year; such audit of each area shall include all sources of revenue used to finance operating expenditures and capital improvements and the county-certified property valuation for the community college for the fiscal year for which such audit is being performed. Results of such audits to be reported to required agencies on or before required dates.

(9) Have the responsibility and authority to cause a comprehensive audit of the full-time equivalent student enrollment totals and reimbursable educational unit totals to be made annually covering the most recently completed fiscal year. The audit of each area shall include a report of full-time equivalent student enrollment totals and reimbursable educational unit totals verified by such audits for the three most recently completed fiscal years which shall be used for calculation of aid to the community college areas. Results of such audits to be reported to required agencies on or before required dates.

(10) Analyze and develop recommended fees and charges for the facilities authorized by Neb. Rev. Stat. §§ 85-1501 to 85-1540.

(11) Solicit and accept on behalf of the College such gifts, grants, conveyances, and bequests of real and personal property from public or private sources as may be made from time to time, in trust or otherwise, whenever the terms and conditions thereof will aid in carrying out the community college programs as specified by law.

(12) Analyze and develop recommended courses of study for the College and publish such catalogs and bulletins as may be necessary to implement such courses of study.

(13) Have charge of the development and promulgation such rules and regulations and perform all other acts as the board may deem necessary or appropriate to the administration of the community college area; such rules and regulations shall include, but not be limited to, rules and regulations relating to facilities, housing, scholarships, discipline, and pedestrian and vehicular traffic on property owned, operated, or maintained by the community college area.

(14) Subject to Board of Governors policy limitations, enter into agreements for services, facilities, or equipment and for the presentation of courses for students when such agreements are deemed to be in the best interests of the education of the students involved.

(15) Subject to Board of Governors policy, act to invest, after proper consideration of the requirements for the availability of money, funds of the community college in securities the nature of which individuals of prudence, discretion, and intelligence acquire or retain in dealing with the property of another.

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(16) Analyze and develop recommended tuition rates for courses of instruction offered by the College.

(17) Exercise any other powers, duties, and responsibilities set forth in Board of Governors policies necessary to carry out Neb. Rev. Stat. §§ [85-1501](#) to [85-1540](#).

**Adopted:** 05/20/2008

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