

## STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

### Conditions of Employment for CCCS Chancellor

BP 3-16

APPROVED: March 12, 2003  
EFFECTIVE: March 12, 2003  
REVISED: March 10, 2010  
REVISED: October 9, 2024  
RETITLED: October 9, 2024

REFERENCE(S): C.R.S. § 23-60-101, *et seq.*, Community College and Occupational Education Act of 1967; State Fiscal Rules

APPROVED:

---

Landon Mascarenaz, Chair

#### Policy Statement

The State Board for Community Colleges and Occupational Education (SBCCOE or Board) shall provide the Chancellor with an employment contract subject to the conditions of this policy.

#### Scope

This policy applies to the appointment of and conditions of employment for the Colorado Community College System (CCCS or System) Chancellor.

#### Procedure

##### *Chancellor Contract:*

The Chancellor's contract term and conditions shall be at the discretion of the Board.

##### *Job Description:*

The Chancellor shall be provided with a job description outlining the primary duties and responsibilities of the position.

##### *Compensation:*

The Chancellor's base salary shall be set by the Board. The Chancellor shall be eligible for:

- Annual performance-based increases that shall be base-building.
- Annual non-base-building performance incentives of up to 15% of base salary to recognize exemplary accomplishments and service that add value to the System and which are above and beyond job expectations.

In addition to base salary, the Board may grant the Chancellor paid leave to provide professional services to individuals or to non-state institutions or agencies. If the Chancellor receives compensation for such services, the compensation may be retained by the Chancellor provided that:

- The professional activity is not in conflict with and contributes to the overall image and professional stature of the System, and to the professional development of the Chancellor;
- The total compensation retained during any fiscal year does not exceed one tenth (1/10) of the Chancellor's annual salary; and
- The Chancellor's absence will not be detrimental to the growth, development, and stability of the System.

*Benefits:*

The Chancellor shall receive employee benefits and leave provided to benefit eligible Administrative, Professional, and Technical staff under Board Policy 3-60, Employee Benefits and Leave. Additionally, the Chancellor may be reimbursed for the cost of commercial liability insurance.

*Evaluation:*

The Board shall review the Chancellor's performance annually. This review may include, but is not limited to, evaluation of the Chancellor's progress toward achieving goals aligned to the Board approved strategic plan. The Board shall evaluate the Chancellor's performance based on the following criteria:

- **Leading Improvement:** The ability to establish a vision and implement that vision in a continuously changing environment.
- **Leading People:** The ability to lead people toward meeting the vision, mission, and goals of the System.
- **Driving Results:** The ability to meet Board goals and customer expectations, including making decisions that produce high-quality results.
- **Building Partnerships:** The ability to build coalitions internally and externally to achieve common goals.
- **Achievement of Board and System Goals and Initiatives** aligned to the Board approved strategic plan.

The evaluation shall also include feedback/input from a sample of the community college Presidents, direct reports, and other constituency groups determined by the Board.