



Administrative Procedure
Chapter 2 – Governing Board

AP 2435 Evaluation of the Superintendent/President

References:

Education Code Section 87663;
2024 ACCJC Accreditation Standard 4.5

Evaluation of the Superintendent/President should be an ongoing and systematic process conducted both informally and formally. Its purpose is to clarify the expectations placed on this position by the Governing Board and to assess performance based upon these expectations.

The employment agreement between the Superintendent/President and the Palomar Community College District addresses the annual evaluation of the Superintendent/President. Formal evaluation shall occur once a year and shall be the responsibility of the Governing Board. The process and criteria used shall be understood by and mutually acceptable to the Board and the Superintendent/President.

The criteria for evaluation of the Superintendent/President shall also include performance goals and objectives related to the District's commitment to diversity, equity, and inclusion.

The Governing Board's formal evaluation of the Superintendent/President shall result in a written record of performance upon which the Board will base its annual review of the contract of the Superintendent/President. The formal evaluation shall include, to the extent possible, faculty evaluation. All other applicable employee groups will be invited to provide input.

The evaluation of the Superintendent/President shall occur before the end of each academic calendar.

A formal annual evaluation will be conducted in June. If the Superintendent/President was hired after March 1, the first formal annual evaluation will be conducted in December.

The evaluation of the Superintendent/President shall be placed in their personnel file.

Also see BP 2435 Evaluation of the Superintendent/President and AP 7150 Evaluation of Employees.

Office of Primary Responsibility: Superintendent/President

Approved: SPC: 5/01/07;

Revised: 4/29/14; 12/5/17; 10/22/2; 2/4/25

*(Replaces former Palomar College BP 7.03
and all previous versions of AP 2435)*