

HARTNELL COMMUNITY COLLEGE DISTRICT

BP 2432 CEO Succession

References: Education Code Sections 70902(d); 72400; Title 5 Section 53021(b)

Acting Superintendent/President – Less Than Thirty (30) Days

The Governing Board delegates authority to the Superintendent/President to appoint an Acting Superintendent/President to serve in his or her absence for short periods of time, not to exceed thirty (30) calendar days at a time.

In the absence of the Superintendent/President and when an Acting Superintendent/President has not been named, administrative responsibility shall reside with one of the following administrative positions:

- Vice President of Instruction
- Vice President of Administrative Services
- Vice President of Student Affairs

The Superintendent/President shall assign administrative responsibility to one of the vice presidents. If the Superintendent/President is unable to assign one of the vice presidents, the President of the Board of Trustees will assign the administrative responsibility to one of the vice presidents.

Acting Superintendent/President – More Than Thirty (30) Days

The Governing Board shall appoint an acting Superintendent/President for periods exceeding thirty (30) days, but not to exceed one (1) year. In the event that it becomes necessary for the Governing Board to appoint an Acting Superintendent/President for a period of up to one (1) year, the Governing Board shall notify the District's Equal Employment Opportunity Advisory Committee and the State Chancellor of California Community Colleges at least ten (10) days prior to appointing an Acting Superintendent/President. Additionally, in the event that it becomes necessary for the Governing Board to appoint an Acting Superintendent/President for a period of up to one (1) year, the Governing Board shall issue a job announcement for the position.

Acting Superintendent/President – Appointment Recommendation Committee

In the event that it becomes necessary for the Governing Board to appoint an Acting Superintendent/President for a period of more than thirty (30) days but no more than one (1) year, an ad hoc committee of the Governing Board made up of less than a quorum shall meet to provide recommendations of individuals to serve as Acting Superintendent/President. The President of the Board of Trustees will appoint Governing Board members to the ad hoc committee. Ten (10) days after giving notice to the State Superintendent/President of

Community Colleges or as soon thereafter as practicable, the Governing Board shall vote to appoint an Acting Superintendent/President based on the recommendation of the ad hoc committee of the Governing Board.

Acting Superintendent/President – More than One (1) Year

The Governing Board may request the State Superintendent/President of California Community Colleges to approve the extension of the Acting Superintendent/President's term for a period of more than one (1) additional year if the District demonstrates "business necessity" defined as circumstances which would result in substantial additional financial cost to the district or that would pose a significant threat to human life or safety.

Adopted by the Board of Trustees: June 3, 2014

Reviewed: September 1, 2026