BOARD OFFICERS

At its first scheduled meeting in July, the Board of Directors will elect one of its members to serve as board chair and one to serve as vice chair. No member of the board may serve as the Board chair more than two years in succession. If a board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer’s term until the following July.

The Board chair will:

- Assist the President in establishing the agenda for regular Board meetings;
- Call special meetings when required;
- Preside at all meetings of the Board and enforce the rules of order;
- Represent the College and the Board at official functions, unless this duty is delegated by the Board chair to another Board member;
- Appoint all committees and may be a non-voting member of all such committees unless otherwise ordered by the Board;
- Have the right to discuss issues and may vote on any issue.

In the absence, incapacitation or death of the Board chair, the vice chair will perform the duties of the Board chair and, when so acting, will have the Board chair’s powers. The Board vice chair will perform other functions as designated by the Board.

The Clerk will:

- Approve and sign the minutes of all special and regular meetings of the Board and sign all other official documents of the board as appropriate.

The secretary for the Board will:

- Attend all board meetings;
- Notify members of the Board of all regular, special and adjourned meetings;
- Record the minutes of the meeting of the Board and transmit a copy of the minutes of the previous meeting to each member of the Board before each ensuing meeting;

- Maintain all records, proceeding and documents of the Board;

Board or College Spokesperson

The Board may appoint one of its members, usually the board chair, or another person to make authorized statements to the public or the media when the Board deems that, under the circumstances, the College’s position should be articulated by a single voice. The spokesperson serves at the Board’s direction and may be removed or replaced at any time by action of the entire Board.

END OF POLICY

Legal Reference:

ORS Chapter 341