

Treasure Valley Community College

Code: **BCB**
Adopted: 10/20/98
Readopted: 10/14/09
Orig. Code(s): 105-1

Board Officers

At its annual organizational meeting in July, the Board will elect one of its members as chairperson and a second as vice-chairperson. No member shall serve as chairperson for more than two years in succession.

Duties of the chairperson

1. To preside at all meetings of the Board.
2. To appoint or provide for the election of all committees.
3. To call special meetings as required.
4. To approve and sign the minutes of all regular, special or executive meetings of the Board and such other documents as required by law.
5. To chair the first meeting in July until a new chairperson is elected.
6. To perform the same duty of voting on matters as other members of the Board.
7. To call for the evaluation of the President by the Board at least once during the contract year.
8. To perform such other duties as may be prescribed by law or by action of the Board.

Duties of the vice chairperson

To preside at the Board meetings in the absence of the chairperson or to fulfill the duties of the chairperson as needed.

Board or College spokesperson

The Board may appoint one of its members, usually the 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 Board.

END OF POLICY

Legal Reference(s):

[ORS 255.335](#)

[ORS 341.283](#)