

BOARD INTERNAL ORGANIZATION
BOARD OFFICERS AND OFFICIALS

BCA
(LOCAL)

ORGANIZATION

Officers of the Board shall be elected at the first regular meeting of the Board following the regular election of Board members in even-numbered years, or at any time thereafter in order to fill a vacancy. The Board shall elect the following officers:

1. Chairperson, who shall preside over meetings of the Board and shall have power to call special meetings. The Chairperson shall exercise all the ordinary duties of a chairperson, shall perform such work duties as may be required by law or imposed by the Board, and shall vote on all matters coming before the Board.
2. Vice Chairperson, who will serve as Chairperson in the absence of the Chairperson.
3. Secretary of the Board, who will serve as Chairperson in the absence of the Chairperson and Vice Chairperson. The Secretary of the Board shall see that the actions of the Board are recorded and shall cause the same to be preserved. The Secretary shall perform the duties of the office as required by state law and as directed by Board of Regents.

In the absence of the Chairperson, the Vice-Chairperson, and the Secretary, the Assistant Secretary to the Board shall call the meeting to order and a Chairperson Pro-Tempore shall be chosen by a majority of the members present. The Chairperson Pro-Tempore shall preside at that meeting.

ASSISTANT
SECRETARY TO THE
BOARD

The assistant secretary to the Board shall be the College President.

BOARD CLERK

The Board clerk shall be the executive assistant to the College President.

The official minutes of the Board of Regents shall be kept in the office of the President of the College.

BOARD
REPRESENTATIVES
FACULTY COUNCIL
REPRESENTATIVE

The faculty council may annually appoint a faculty member to serve as a representative of the faculty's perspective in the discussion of matters coming before the Board. The existence of this position does not imply that normal reporting channels through the College President will be circumvented. The faculty council representative shall be expected to attend all open meetings of the Board.

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STUDENT
REPRESENTATIVE

The Student Government Association may annually elect a student to serve as a representative of the student's perspective in the discussion of matters coming before the Board. The existence of this position does not imply that normal reporting channels through the College President will be circumvented. The student government representative shall be expected to attend all regular meetings of the Board.