

**Policy Title: CHAIRPERSON'S ROLE**

The Chairperson is elected by the Board. As the elected leader of the Board, the Chairperson shall maintain the integrity of the Board's process and represent the Board to outside parties. The Chairperson is the only Board member authorized to speak for the Board (beyond simply reporting Board decisions), other than in rare and specifically authorized instances.

- The Chairperson shall ensure the Board and individual Board members act consistently with the Board's own rules and policies and those legitimately imposed upon the Board from outside the College.
  - The Chairperson shall preside at Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership.
  - Discussion at the Board meetings will be on those issues which, according to Board policy, belong to the Board to decide, not decisions delegated to the President.
  - Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point.
  - The Chairperson will attempt to arrive at a consensus by the Board members on Board decisions. The Chairperson will stimulate discussion among the Board members.
- The Chairperson is authorized to use any reasonable interpretation of the provisions in the Governance Process and Board-President Relationship policies in carrying out the role of Chairperson.
- The Chairperson has no authority to make decisions regarding implementation of the Executive Parameters policies. Such implementation is reserved for the President.
- The Chairperson is responsible for the Board/President relationship and shall communicate and interact with the President. However, since the President is responsible to the entire Board, the Chairperson has no authority to unilaterally supervise or direct the President.
- The Chairperson shall ensure the other Board members are informed of current and pending Board issues and processes and shall cause new Board members to be oriented relative to Board policies and operations and to the College.
- The Chairperson shall appoint members to all other internal and external committees as needed.

**Adopted:** July 11, 2011

**Reviewed:** September 17, 2012; September 15, 2014; September 19, 2016; September 17, 2018; October 19, 2020

**Revised:** October 15, 2012

- The Chairperson shall ensure compliance with all required duties imposed by law including but not limited to:
  - The Chairperson, or the Chairperson's designee, shall communicate with the public as required by law with respect to providing public notice of all meetings of the College District Board. The Chairperson may delegate the function of providing notice, but may not delegate the responsibility.
  - The Chairperson shall sign all official documents and contracts on behalf of the College as required by law and the Board.