



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Duties of Officers

NO. 1.5.4

SECTION: Board of Trustees

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A. Chairman

It shall be the duty of the Chairman of the Board to preside at all meetings and to perform such other duties as are required by action of the Board or by law.

B. Vice Chairman

It is the duty of the Vice Chairman to serve in the absence of the Chairman. In the absence of the Chairman and Vice Chairman, the Board shall appoint a Trustee as Chairman Pro Tempore.

C. Secretary

The Secretary of the Board shall perform the duties usually pertaining to that office and such other duties as are required by law or by action of the Board. If the Secretary is absent or refuses to perform those duties, the Chairman shall appoint a Trustee as Secretary Pro Tempore.

DATE APPROVED BY BOARD OF TRUSTEES: December 27, 1977; November 28, 2018

DATES REVISED: March 24, 1983; October 25, 2001; January 23, 2002

REVIEWED DATES: October 17, 2018