

Policy Title: **CHAIRPERSON'S ROLE**

The Chairperson is elected by the Board of Trustees. 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 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 Governance Process and Board-Staff Relationship policies in carrying out the role of Chairperson.
- The Chairperson has no authority to make decisions regarding implementation of the Ends and Executive Limitations 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.
- The Chairperson, at the annual organizational meeting, shall appoint one Board member representatives to serve on the following bodies:
 - Wisconsin Technical College District Boards Association (1 Director)
 - FVTC Foundation (1 Ex-officio Director)
- The Chairperson shall appoint members of committees established by the Board.
- 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

Board of Trustees. 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 District as required by law and the Board of Trustees and shall sign all contracts for public construction in the District if the estimated cost exceeds \$25,000.
- The Chairperson shall prosecute all necessary legal actions in the name of the District for the recovery of damages, money, penalty, or forfeiture.

Adopted: 05/09/95

Reviewed: 01/21/97, 08/25/01, 05/21/02, 08/13/08, 08/21/12, 07/14/14, 08/16/16, 09/18/18,
10/18/22

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