

POLICY TITLE: **Board of Trustees Constitution and Bylaws** 2.01

RESPONSIBLE DIVISION: Board of Trustees

DATE APPROVED: **JULY 25, 2023**

Emeritus will be invited to the Board of Trustees' annual meetings as well as to events and other gatherings to which the Board of Trustees are invited and engaged. Trustees Emeritus will be listed in all publications and materials bearing the names of the Board of Trustees of Southwestern Community College.

ARTICLE X ADMINISTRATION OF SOUTHWESTERN COMMUNITY COLLEGE

- Section 1 The President shall meet qualifications established by the State Board of Community Colleges. He or she shall be elected by the Board of Trustees with full authority and responsibility for the operation of the College under the policies, rules, and regulations of the Board of Trustees and the State Board of Community Colleges.
- Section 2 The President shall (1) attend and participate, without vote, in all meetings of the Board of Trustees except where his or her absence is expressly desired, (2) employ, **subject to ratification by the Board**, all personnel (3) prepare, for Board approval, annual current expense and capital budgets, (4) advise the Board of planning, construction, and modification needs for physical facilities, (5) recommend all educational programs and curriculum changes, (6) appoint lay advisory committees for particular programs of the College, (7) make an annual report to the Board of Trustees on the development and operation of the College.
- Section 3 Authority to deal with individual or organized groups shall be vested in the President who shall render his or her decision to such individuals or such organized groups in the name of the Board of Trustees. Any individual or organized group who desires to appeal the President's decision shall state in writing the nature and purpose of such appeal and the name of each person who is to appear as spokesman. The statement shall be filed with either the President, Secretary to the Board, or Chairman of the Board at least ten (10) days in advance of the meeting at which appearance is desired in order that it may be included in the agenda for the meeting. The President shall have the authority to execute grant and contract applications and awards on behalf of the Board of Trustees, presenting a report of all applications and awards for ratification at the next regularly scheduled meeting.
- Section 4 In the event of the President's serious disability, death, resignation, dismissal, or prolonged absence from this post for any other reason, the order of succession shall be the Executive Vice President for Instruction & Student Services, followed by the Vice President for Financial and Administrative Services. He or she shall serve as acting President until the Board has elected a temporary or permanent President.