John A. Logan College
Board of Trustees Policy Manual

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Election of the members of the John A. Logan College Board of Trustees shall be nonpartisan and shall be held at the time and in the manner provided in the general election law. Members shall be elected to serve six-year terms.

Vacancies on the Board

Whenever a vacancy occurs on the board, the remaining members shall fill the vacancy, and the person so appointed shall serve until a successor is elected at the next regular election in accordance with the election code. If the remaining members fail to act within 60 days after the vacancy occurs, the chairman of the State Board shall fill that vacancy, and the person so appointed shall serve until a successor is elected at the next regular election in accordance with the election code. If the vacancy occurs with less than 4 months remaining before the next scheduled consolidated election, and the term of office of the board member vacating the position is not scheduled to expire at that election, then the term of the person so appointed shall extend through that election and until the succeeding consolidated election. If the term of office of the board member vacating the position is scheduled to expire at the upcoming consolidated election, the appointed member shall serve only until a successor is elected and qualified at that election.

ADOPTED: AUGUST 6, 1974
AMENDED: MARCH 11, 1985, **NOVEMBER 24, 2015**
REVIEWED: OCTOBER, 2007; OCTOBER 12, 2015
LEGAL REF.: 110 ILCS 805/3-7; **10 ILCS 5/1-1 ET SEQ; 10 ILCS 5/22-17 AND 5/22-18**
CROSS REF.:

The officers of the John A. Logan College Board of Trustees shall be the chairman, vice-chairman, and secretary. **The Board shall appoint a treasurer to serve at the pleasure of the board. The treasurer may not be a member of the community college board.**

The President of John A. Logan College shall serve as the executive officer of the Board.

Officers shall be elected in accordance with law and Board Policy 2121.

Terms of officers will be two years as provided under the terms of Illinois Statutes (110 ILCS 805/3-8), beginning with the organizational meeting following the election in odd-numbered years.

It is recommended that no trustee shall serve as chair of the Board for more than two successive terms.

ADOPTED: AUGUST 6, 1974
AMENDED: FEBRUARY 11, 1991; **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015
LEGAL REF.: 110 ILCS 805/3-8
CROSS REF.: BOARD POLICY 2121, **2320**

Following each consolidated election, the new Board of Trustees shall hold its organizational meeting, conduct the election of officers, and fix a time and place for regular meetings on or before the 28th day after the election in accordance with the Community College Act (110 ILCS 805/3-8). Following are procedures to be followed for election of board officers:

1. The Chairman of the Board shall appoint a Nominating Committee at least thirty (30) days prior to the organizational meeting.

2. The Nominating Committee shall consist of two members **of the Board of Trustees appointed by the Board Chair.** Any trustee who wishes to be a candidate for any office should submit a letter to the chair of the Nominating Committee at least 10 days before the organizational meeting. During this same time, any trustee may submit a written nomination of any other trustee to the Nominating Committee. From the list of the nominations submitted to the committee, the Nominating Committee shall select a nominee and report the decision of the committee to the full Board at the organizational meeting. If no nominations or applications are received by the committee for any particular office, the Nominating Committee may make its own nomination with the consent of the nominated trustee.

3. At the organizational meeting of the Board (normally the April or May meeting held immediately following the election), the full Board of Trustees shall vote on the nominations of the Nominating Committee and any other nominations from the floor of any trustee who applied for a position as an officer to the committee or were nominated by another trustee but not chosen by the Nominating Committee.

4. All members of the Nominating Committee would be eligible for nomination as officers.

5. If the full Board of Trustees at the organizational meeting does not approve of the selection of the Nominating Committee or any of the nominations of other trustees who applied to the committee or were nominated but not selected, then any trustee may be nominated by any other trustee for election to any position. Only in this instance would a trustee who had not applied or been nominated to the committee be eligible for election as an officer, except that new members of the Board have the opportunity to nominate from the floor at their own organizational meeting.

6. The Nominating Committee would also function in like fashion to fill any vacancies for officers of the Board. The chairperson would appoint the committee upon notice of the vacancy, and nominations would be accepted for a period of 10 days following that meeting. The committee would report to the Board at the next meeting, and the election would be held at the following meeting.

ADOPTED: FEBRUARY 11, 1991
AMENDED: FEBRUARY 27, 2007; JANUARY 22, 2008, **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015
LEGAL REF.: 110 ILCS 805/3-8
CROSS REF.: BOARD POLICY 2120, 2130, 2320

Standing committees of the Board will be appointed by the Board Chair and shall not include more than two trustees.

Ad hoc committees will be appointed by the Board Chair and will be comprised of named individuals or positions but shall not include more than two trustees.

Board committees make recommendations directly to the Board, and shall be discharged upon completion of their assignment or at the end of the term of the Chair, whichever comes first. **Before making a recommendation or report to the Board, the Chair shall first confer with the President on the matter to be recommended.**

ADOPTED: JANUARY 4, 1968
AMENDED: JULY 12, 1978; FEBRUARY 27, 2007; JANUARY 22, 2008; NOVEMBER 24, 2015**;**
NOVEMBER 28, 2017
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015; **OCTOBER 11, 2017**
LEGAL REF.:
CROSS REF.: BOARD POLICY 2320

Trustee Emeritus *2140*

The John A. Logan College Board of Trustees may designate the status of Trustee Emeritus to a former trustee with service of eighteen (18) years or at its discretion. The benefits of Trustee Emeritus status include:

1. If a trustee emeritus desires, payment of lifetime membership for the Illinois Community College Trustees Association (ICCTA) *or* the Association of Community College Trustees (ACCT).

2. Receipt of College business cards indicating his/her status upon request.

3. The Trustee Emeritus will be invited to College functions and will be kept on the College mailing lists.

4. The Trustee Emeritus will receive a photograph taken with the President of the College at the time of the designation of status.

ADOPTED: JANUARY 24, 2012
AMENDED: **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 12, 2015
LEGAL REF.:
CROSS REF.: BOARD POLICY 7370

Orientation of New Board Members *2210*

The Board of Trustees and college staff will assist each newly elected member with understanding the Board's functions, policies, and procedures prior to taking office.

The orientation process will include:

1. **Presenting** the new member an orientation packet **with information on the community college system;** the role of a Board member; **and an overview of the structure and operations of the Board of Trustees and the College.**

2. Giving the new member an opportunity to meet with the College President and other administrators to discuss their functions and duties.

3. **Presenting** the new member a copy of the College's Board Policy Manual **and Administrative Procedures Manual.**

4. **Advising the new member of opportunities for** participation in **orientation and educational** activities sponsored by the **Illinois Community College Trustees Association (ICCTA).**

ADOPTED: AUGUST 6, 1974
AMENDED: **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015
LEGAL REF.:
CROSS REF.:

Compensation and Reimbursement of Board Members *2220*

Board members shall serve without compensation. However, Board members will be reimbursed for reasonable expenses incurred in connection with their service as Board members.

ADOPTED: JANUARY 4, 1968
AMENDED:
REVIEWED: OCTOBER 2007; **OCTOBER 12, 2015**
LEGAL REF.: 110 ILCS 805/3-7
CROSS REF.:

Board members are encouraged to attend conferences to enable them to better perform their duties as Board members.

ADOPTED: AUGUST 6, 1974
AMENDED: **JANUARY 22, 2008**
REVIEWED: **OCTOBER 2007; OCTOBER 12, 2015**
LEGAL REF.:
CROSS REF.:

Duties of the Board of Trustees *2310*

The duties of the Board of Trustees include but are not limited to the following:

1. To maintain records to substantiate all claims for state apportionment and retain such records for three years.
2. To cause a fiscal and management audit to be made at the end of each fiscal year by a certified public accountant appointed by the Board and submitted to the Board for appropriate action.
3. To publish annually a financial statement of the college.
4. To provide for the revenue necessary to maintain the college.
5. To designate the treasurer to receive the taxes of the district.
6. To adopt and enforce all necessary policies for the governance of the college. The Board will establish such policies for the conduct and administration of the College as are prescribed by law and such other policies that may seem advisable and have them prepared in such form that all concerned will be aware of them.
7. To authorize application to the ICCB for the approval of new units of instruction, research, or public service.
8. To select a president who will be the chief executive officer of the College and be directly responsible to the Board for its total administration.
9. To appoint and fix the salaries of a president, other administrative personnel, and all teachers.
10. To pay no orders except for teachers' salaries unless there are sufficient funds in the hands of the treasurer, except as otherwise provided by law.
11. To award contracts for the purchase of supplies, materials, or work **in accordance with Board Policy 7154 – Purchasing.**
12. To adopt regulations for admissions of students which do not conflict with statutory requirements.
13. To indemnify and protect Board members and employees of the Board against civil rights damage claims and suits, constitutional rights damage claims and suits, death, bodily injury and property damage claims and suits, including defense thereof, when damages are sought for alleged negligent or wrongful acts while such Board member, employee or student teacher is engaged in the exercise of performance of any powers or duties of the Board, or is acting within the scope of employment or under direction of the community college Board. Such indemnity may be through the purchase of insurance in a company licensed to write such coverage in this state.
14. Other duties as required by law.

ADOPTED: AUGUST 5, 1968
AMENDED: APRIL 1, 1980; SEPTEMBER 1, 1981; JULY 28, 1998; JANUARY 22, 2008; **JUNE 28, 2011**
REVIEWED: OCTOBER 2007; MAY 11, 2011; **OCTOBER 12, 2015**
LEGAL REF.: 110 ILCS 805/3-21 THROUGH 3-29.2
CROSS REF.: BOARD POLICY 7154

Duties of the Chair

1. Preside at all meetings of the Board.

2. Arrange with the President the content and order of business at Board meetings.

3. Establish **standing and** ad hoc committees and members thereto, make special appointments as necessary, and call for performance reports on a timely basis.

4. Disband committees upon performance of their tasks.

5. Consult with and advise the President on major problems.

6. Act as the legal representative of the Board and perform such duties as are imposed by law or Board action.

7. Establish and maintain relationships with the press, governmental units, and the public, acting as official spokesman for the Board.

8. Serve as a catalyst in initiating evaluation of top administrative performance on a regular basis.

9. Ensure that the Board has adequate information and time to deliberate on appropriate Board topics.

The chair shall have full rights of discussion and voting.

Duties of the Vice-Chair

In the absence of the chair, the vice-chair shall perform the duties and responsibilities of the chair.

Duties of the Secretary

The secretary shall be a member of the Board and shall be **elected** at the organizational meeting of the Board.

The secretary of the Board of Trustees shall:

1. Be responsible for Board correspondence.

2. Perform the duties usually pertaining to this office.

3. Attend board agenda review meetings with the President if the chair or vice-chair are unable to attend.

4. In the absence of the chair and vice-chair, the secretary shall perform the duties and responsibilities of a chair.

If the secretary is absent from any regular or special meeting or refuses to perform these duties, a member of the Board shall be appointed secretary pro tempore.

Duties of the Chair Pro Tempore

In the event that the chair and vice-chair, **and secretary** are absent from the Board meeting or unable to perform their duties, the Board shall elect a chair pro tempore. The Board may authorize the chair pro tempore to continue performing these duties as long as the chair and vice-chair, **and secretary** are unable to perform their duties.

Duties of the Recording Secretary

The recording secretary shall perform all clerical duties of a secretary for the Board of Trustees.

Duties of the Treasurer

The treasurer of the Board of Trustees shall:

1. Be the only lawful custodian of college funds and shall keep all bonds, mortgages, notes, monies, and effects belonging to the college.

2. Receive taxes of the district and notify the collectors in writing accordingly, and reconcile district cash with bank records, reporting monthly to the Board.

3. **To coordinate the** open**ing**, tabula**tion**, and evaluation of all bids in advance of regular and special Board meetings.

4. Execute a bond as required by law.

5. Deliver to his successor in office all monies, books, papers, securities, and property which are in his control.

ADOPTED: AUGUST 6, 1974
AMENDED: JANUARY 22, 2008 (INCORPORATED FORMER BOARD POLICIES 2330, 2340, 2350, 2351, AND 2360); **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015
LEGAL REF.: 110 ILCS 805/3-10 THROUGH 110 ILCS 805/3-24
CROSS REF.: BOARD POLICY 2121, 2130

The John A. Logan College Board of Trustees shall appoint legal counsel, who will serve at the pleasure of the Board.

ADOPTED: AUGUST 6, 1974
AMENDED: **JANUARY 22, 2008**
REVIEWED: OCTOBER 2007; **OCTOBER 12, 2015**
LEGAL REF.:
CROSS REF.:

The John A. Logan College Board of Trustees shall have one member who is a student enrolled at the College. The student member shall be selected by campus-wide student referendum for a one-year term beginning on April 15 of each year.

All candidates must reside within the John A. Logan College District; must be a John A. Logan College student enrolled for at least nine (9) hours; and may not be a full-time employee of John A. Logan College District 530.

The student member shall participate in all Board functions, including serving on Board committees, offering motions, attending executive sessions, and performing all other acts of a non-student member. The student member is allowed an advisory vote on all matters, but such a vote is not official. The student member shall not be used to determine a quorum. The student member is encouraged to attend the annual Illinois Community College Board Student Leadership Institute and one of two regular meetings of the Student Advisory Committee each semester.

The student member will be entitled to a tuition waiver (tuition only -- maximum of 15 hours per semester) during his/her term of office.

To fill an unexpired term of a student Board member in the event of a vacancy, the student senate may recommend to the Board a qualified student to fill the remainder of the term.

A student board member may run for a second term of office. A student may serve only two years as the student board member.

ADOPTED: AUGUST 6, 1974
AMENDED: APRIL 1, 1980; JUNE 8, 1982; FEBRUARY 27, 1996; JANUARY 22, 2008; **MARCH 23, 2010**
REVIEWED: **OCTOBER 12, 2015**
LEGAL REF.: 110 ILCS 805/3-7.24
CROSS REF.: ADMINISTRATIVE PROCEDURE 812

A. NOTICE OF MEETINGS

Public notice of all meetings, whether open or closed to the public, shall be given as follows:

1. At the beginning of each fiscal or calendar year, the Board will give public notice of the schedule of its regular meetings stating the dates, times, and places of such meetings.

2. At least forty-eight (48) hours before the regular meeting, an agenda shall be posted at the College President's Office, outside the Board meeting room, and on the College website. The requirement of a regular meeting agenda will not preclude the consideration of items not specifically set forth in the agenda.

3. Public notice of any special meeting, except a meeting held in the event of a bona fide emergency, or in the event of any rescheduled regular meeting, or in the event of any reconvened meeting, shall be given at least forty-eight (48) hours before such meeting. The notice shall include the agenda for the special, rescheduled, or reconvened meeting.

4. The requirement of a public notice of a reconvened meeting does not apply to any case where the meeting was open to the public and (1) it is to be reconvened within twenty-four (24) hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting, and there is no change in the agenda.

5. Notice of an emergency meeting shall be given as soon as practicable, but in any event, prior to the holding of such meeting, to any news medium which has filed an annual request for notice of meetings.

6. If a change is made in regular meeting days, notice of the change will be given at least ten (10) days in advance in the same ways as specified for announcing the original schedule.

B. QUORUM

A majority of the voting membership of the Board shall constitute a quorum.

If a quorum is present, a majority of the votes of the members voting on a measure shall determine the outcome, except where otherwise provided by law.

The student member is not to be counted in determining a quorum.

C. RECORDING

Any person may record the proceedings at public meetings of John A. Logan College Board of Trustees by tape, film, or other means. However, because of the necessity and desirability of conducting orderly meetings, the following rules are prescribed to govern the right of individuals to make such recordings:

1. Request to record public meetings at John A. Logan College must be received at least 24 hours in advance of the scheduled meeting.

2. Technical arrangements for such recordings must be arranged and in place at least one hour before the scheduled time of the meeting.

3. Only the normal lighting in the Board meeting room will be allowed.

4. Noisy equipment will not be allowed in the Board meeting room.

5. The number of persons required to operate such recording equipment will be restricted to three persons.

C. PARLIAMENTARY PROCEDURE

Unless otherwise provided, the Board will conduct all its meetings according to the latest edition of Robert's Rules of Order, Newly Revised, and use the procedure for governing board meetings where there are less than twelve (12) members present.

1. Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

2. There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

3. Informal discussion of a subject is permitted while no motion is pending.

4. The chairman can speak in discussion without rising or leaving the chair, can make motions, and usually votes on all questions.

D. ORDER OF BUSINESS

The order of business at all regular meetings shall be:

I. Call to Order
II. Roll Call
III. Approval of Previous Minutes
IV. Financial Report
V. Accounts Payable
VI. Recognition of Guests
VII. Opportunity for Public Comments/Questions
VIII. Board of Trustees Reports
IX. Group/Association Reports
X. Officers' Reports
XI. Consent Agenda
XII. Old Business

XIII. New Business

XIV. Announcements

XV. Adjournment

The order of business may be changed, or items of business may be deleted by the chairman. These modifications may be overruled by a majority vote of the Board members--including the chairman--present.

F. CONSENT AGENDA

The agenda for all regular meetings of the College Board may contain one or more groupings of items referred to as "Consent Agenda." These will be matters that the College Board discussed at a prior meeting and has indicated its willingness to approve and items similar in nature to those previously approved by the College Board and which, in the judgment of the president, appear to be routine and non-controversial.

All items on the Consent Agenda will be voted on in one motion but will be recorded individually by the Board's secretary in the Board minutes.

The chair of the Board will give any other Board member and members of the public during the Public Audience for Comments/Questions an opportunity to request the removal of any item from the Consent Agenda. Any item that is requested to be removed shall be removed from the Consent Agenda, and, once removed from the Consent Agenda, the item will be treated as a separate matter under either "Old Business" or "New Business" as appropriate.

G. APPEARANCE OF THE PUBLIC BEFORE THE BOARD

The Board of Trustees will provide a reasonable opportunity for any person, or group, to speak to or ask relevant questions of the Board at any of its regular or special meetings (110 ILCS, 805/3-8). This policy shall be subject to reasonable constraints and shall not be used to thwart or disrupt the Board's governing functions and responsibilities to the College.

1. **I**ndividuals giving the presentations will normally be recognized at the agenda item "Public Audience for Comments/Questions." **The Board of Trustees reserves the right to change the order in which comments are received.**

2. Unless otherwise waived by the chair or a majority vote of the Board, presentation by any one individual will be limited to five minutes. If more than one individual is to speak on the same topic, presentations will be called in consecutive order.

3. The chair, or the Board by majority vote, may terminate presentations that:

   a. Are not relevant to the purpose of John A. Logan College, or

   b. Are repeats of matters already presented to the Board, or

   c. Are clearly disruptive to the appropriate functioning of the Board.

4. The Board, at its sole option, *may*:

a. Comment on any presentations or respond to any questions.

b. Ask questions of the presenter.

c. Ask the administration to respond to any presentations or questions raised.

H. MINUTES

The Board shall keep written minutes of all of its meetings, whether open or closed and a verbatim record of all closed meetings in the form of an audio or video recording. Such minutes and/or recordings shall be written, maintained, and/or destroyed in accordance with the Illinois Open Meetings Act.

I. CLOSED SESSIONS

The Board may hold a meeting closed to the public or close a portion of the meeting to the public upon a majority vote of a quorum only for the specific exceptions contained in Section 2 of the Illinois Open Meetings Act. The vote of each member on the question of holding a meeting closed to the public and a citation of these specific exceptions which authorizes a closed session shall be stated at the time of the vote and shall be recorded and entered into the minutes of the meeting. No final action may be taken at a closed meeting.

ADOPTED: AUGUST 6, 1974
AMENDED: DECEMBER 7, 1981; JANUARY 22, 2008 (INCORPORATED FORMER BOARD POLICIES 2412, 2413, 2414, 2415, 2416, 2417, 2418, AND 2426); **MARCH 22, 2016**
REVIEWED: OCTOBER 12, 2015; JANUARY 29, 2016
LEGAL REF.: 5 ILCS 120/2 THROUGH 120/2A; **110 ILCS 805/3-8**
CROSS REF.:

Notification of Board Members *2411*

The Board meeting agenda with accompanying material for consideration and other pertinent information will be sent to each Board member **four (4) working days prior** to each meeting.

Any business matter or correspondence **should** be received by the President of the College or chairman of the Board by noon, **seven (7) working** days before the meeting in order to be included on the agenda. However, the chairman may present a matter of urgent business received after the deadline, but no later than 48 hours prior to the meeting**,** for inclusion on the agenda.

ADOPTED: AUGUST 6,1974
AMENDED: APRIL 1, 1980; JANUARY 22, 2008; **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 12, 2015
LEGAL REF.:
CROSS REF:

The formulation and adoption of written policy shall be the basic method by which the Board will exercise its leadership in the operation of the College.

The formal adoption of a policy shall be recorded in the minutes of the Board and in the Board Policy Manual. Only those written statements adopted and recorded shall be regarded as official Board policy. Policies may be adopted and/or revised by a majority vote of the Board, provided such changes are proposed at least one (1) regular Board meeting before the vote is taken.

The Board recognizes the principle that individuals affected by policy decisions should have a part in the policy development process. To accomplish this, roles are assigned to various constituent groups to assist in policy development. These roles are:

1. Board of Trustees: Provides guidance and flexibility to the administrative staff in the development of policy proposals. The Board is the single policy-creating and approving body of the College.

2. Board Policy Committee: Recommends policy proposals to the Board of Trustees. Meets regularly to review policies and recommends needed updates to existing policies, deletion of obsolete policies, or required new policies; recommendations are based upon monitoring of new legislation, administrative regulations, negotiated contracts, actions of the Board, and agreed-upon best practices.

3. President: Recommends policy to the Board and to the Board Policy Committee.

4. Administrative Staff (including the President): Develops policy recommendations and provides an opportunity for input from appropriate constituent groups on contract and negotiable items, salary schedules, fringe benefits, working conditions, faculty load and assignments, faculty duties and responsibilities, academic freedom, grievance, and faculty reduction policy.

5. **Shared Governance**: Provides input to and advises the President and College administration regarding issues and concerns.

6. Students: Participate in policy development through the Student Senate, standing College committees, and student representation on the Board of Trustees.

7. Community Members: Through various committees and advisory groups, the College will provide an opportunity for community residents, businesses, state-supported and non-profit organizations to have input into College policy.

The foregoing notwithstanding, the administration may make changes to policy language without prior written notice or reading under the following circumstances:

a. in the event the title of a position at the College is changed, references in policies to that position can be changed to use the new title, so long as such change does not have any substantive effect on the policy;

b. in the event of a change of policy number systems or cross reference numbers, the numbers may be changed so long as no substantive change is made in the policy or its potential applicability;

c. in the event of a change of statutory citation, the statutory citation may be changed, provided no substantive change in law or policy is reflected by the change in the citation.

ADOPTED: AUGUST 6, 1974
AMENDED: JANUARY 22, 2008 (INCORPORATED FORMER BOARD POLICIES 2610, 2720, 2721, 2722, AND 2723); NOVEMBER 24, 2015**; NOVEMBER 28, 2023**
REVIEWED: OCTOBER 12, 2015; **SEPTEMBER 19, 2023**
LEGAL REF.:
CROSS REF.: ADMINISTRATIVE PROCEDURES 301, 304, 812

Principles and Procedures for Effective Cooperation Between the College Board and President *2810*

The establishment of policies for the governing of a community college district by the Board and the administration of these polices by the President calls for a high order of devotion, statesmanship, and integrity. It is of utmost importance for the good of the students in the College that the Board and the president work in an atmosphere of mutual trust and good will.

Principles basic to cooperation:

1. The Board will vest in the President the necessary authority and provide him with appropriate personnel to carry out the role of chief executive officer of the College and its total administration, including accepting employee resignations on behalf of the Board of Trustees.

2. The Board will endeavor to give counsel and advice to the President regarding the administration of the school as it deems necessary or expedient, remembering always that Board members as individuals have no authority and only policies approved by the Board have force. The Board will adopt policy after receiving recommendations from the president.

3. The Board will require of the President such periodic reports as the Board deems necessary to keep it properly advised of the administration of the College. The President must be frank, honest, concise, and complete in these reports to the Board. Important College matters requiring Board action should be presented by the President to the Board as required and not in a semi-private way to individual members.

4. The Board will expect from the President recommendations for the welfare of the College. His role will be that of providing educational leadership for the community college program of his community.

5. The Board will require of the President attendance at all Board meetings except at times when his own employment may be under consideration or by mutual consent for a reason authorized by the Board.

6. The Board will employ, promote, transfer, or suspend personnel after consultation and upon recommendation by the President and will issue all orders affecting all employees through the President.

7. The Board will endeavor to develop ways and means of serving the community and of keeping parents, patrons, and taxpayers informed of the College program with the advice and cooperation of the president as their executive officer and professional advisor.

8. The Board will endeavor thoroughly and constructively to orient new Board members into the work of the Board and the educational program of the College with the assistance of the president.

9. In the College community, the Board should expect the President to assume his place with all of the responsibility which the concept of citizenship conveys. He should use his position of leadership to present the cause of community college education honestly and forthrightly and to further community goals compatible with and complimentary to those of the College.

10. The Board reserves unto itself all of its legal responsibilities for the operation of a good College including the right to reject any and all recommendations and the right to revise its policies, rules, and regulations from time to time to meet changing conditions.

11. Under the laws of the state of Illinois, the Board is the final authority on any controversial issue which cannot be resolved through the regularly constituted administrative channels. The Board is aware of and does recognize the right of judicial review.

12. The Board and the President shall have the educational welfare of the students of the College as basic criteria for evaluating any issue.

13. The Board, together with the President, has a moral obligation to provide such leadership and render such services as will give dignity to the teaching profession and learning process and will engender trust and confidence on the part of all citizens in American public higher education. It is their responsibility and obligation to work together for an increasingly effective program of education for all our people and insofar as is required of each to submerge personal ambition, prejudice, and desires to that end.

ADOPTED: AUGUST 6, 1974
AMENDED: JANUARY 22, 2008; **NOVEMBER 24, 2015**
REVIEWED: OCTOBER 12, 2015
LEGAL REF.:
CROSS REF.: **BOARD POLICY 4110**