Frederick Community College Policy

Section 1.00 Board of Trustees - Bylaws	Policy Number	1.11
	Page	1 of 2
Election of Officers - Board of Trustees	Procedure Number	None
	Assigned to	Board
	Board Approved Revision approved	6/17/98 10/16/13

A. Nominating Committee:

1. At the meeting of the Board of Trustees in May of each year, the Chair should appoint a Nominating Committee consisting of no less than two (2) nor more than three (3) members.

2. Every member of the Board is eligible to serve on the Nominating Committee.

3. Members of the Nominating Committee are not barred from becoming nominees for office themselves.

4. Between the May board meeting and the June board meeting, the Nominating Committee shall contact each person whom it wishes to nominate, in order to obtain his/her acceptance of nomination.

B. Report of the Nominating Committee:

1. The Nominating Committee should give its report to the full Board of Trustees at the June board meeting. It is common for the Nominating Committee to nominate only one candidate for each office – Chair and Vice-Chair of the Board.

C. Election of Officers:

1. At the last regular meeting of the Board in each fiscal year, usually in June, the President of the College, serving as Secretary to the Board, will conduct an election of Board members for the office of Chair and Vice-Chair for the next fiscal year.

2. After the Nominating Committee has presented its report and before voting for the different offices takes place, the President must call for further nominations from the floor. When it appears that no one else wishes to make a nomination, the President should declare that nominations are closed and conduct the voting process.

D. Term of Office:

1. The term of office for each elected position shall be from July 1 until a successor is elected, usually a term of one year.

2. No Board member shall hold the office of Chair of the Board for more than two consecutive years. After a period of one year not serving as Chair, a Board member is again eligible to be nominated for Chair.

3. The Vice-Chair may hold office for as many years as elected to the office. The Vice-Chair does not automatically become Chair.

E. The President of the College serves by law as Secretary-Treasurer to the Board.

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