

Chairperson of the Board and the President of the College shall be ex-officio members of all standing committees, and each standing committee shall include at least three additional Trustees. Except where otherwise provided in the Article, additional members, including persons who are not on the Board of Trustees may be appointed. The chairperson of each standing committee and majority of its members shall be Trustees. There must be three trustee members at a meeting of a standing committee in order to conduct business.

Section 2 There may be such special or ad hoc committees as the Board of Trustees may from time to time establish for the discharge of particular duties.

Section 3 The Board of Trustees may at any time discontinue any of the standing committees for such time as may be determined, and the duties of any committee so discontinued shall be performed during such discontinuance by the Executive Committee, if necessary or other committee(s) as designated.

Section 4 The Chairperson of any committee, with the consent of the Chairman of the Board, may request the President of the College to appoint an officer of the College or a member of the administrative staff to serve as liaison between the committee and the Office of the President. Such liaison person shall assist the committee in the carrying out of its duties.

Section 5 Except as provided in the section, all standing committees shall meet at least two times annually.

Section 6 Executive Committee
(a) The Executive Committee shall be composed of the Chairperson, Vice Chairperson, Secretary, Assistant Secretary,

Treasurer, and other officers, elected or appointed, and the Chairperson of each standing committee of the Board of Trustees. The Chairperson of the Board of Trustees shall be the Chairperson of the Executive Committee. The President shall be ex-officio a member of the Executive Committee without power to vote, and shall not be counted as a member of that committee for any purpose.

(b) When the Chairperson of a Standing Committee is unable to be present at a meeting of the Executive Committee, a Vice Chairperson may act as alternate.

(c) Between meetings of the Board of Trustees, the Executive Committee shall have general supervision of the administration and property of the College. Unless specifically empowered by the Board of Trustees to do so, it may not take any action inconsistent with a prior act of the Board of Trustees, award degrees, alter bylaws, locate permanent buildings on tax-exempt property held for College purposes, remove or appoint the President of the College, or take any action which has been reserved by the Board.

(d) The Executive Committee shall be responsible for Long Range Planning, unresolved issues for which responsibilities of two or more committees overlap or conflict, and new initiatives that ordinarily would not be the responsibility of another committee.

(e) A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business.

(f) The minutes of the meetings of the Executive Committee shall be distributed promptly after each meeting to each member of the Board of Trustees.

(g) At each and every meeting of the Board of Trustees, the proceedings and actions taken by the Executive Committee since the last meeting of the Board shall be reported to the Board.