BP 2431 -- Selection of the [CEO] / Duties of the Chemeketa Community College President/CEO

The president/chief executive officer will perform the following duties and other duties as specified by the College Board of Education or as required by statute.

1. Sign the minutes of all regular, special, or executive meetings of the College Board of Education and sign all other official documents of the College Board of Education.

2. Serve as custodian of district funds.

3. Have recorded and distributed the minutes of the meetings of the board College Board of Education.

4. Have custodial responsibility for all records, proceedings, and documents of the College Board of Education.

5. Furnish and file all financial reports as requested by the College Board of Education and as required by law.

June 26, 1991
Adopted College Board of Education
February 15, 2006; April 15, 2009;
June 25, 2014; December 19, 2018
Revised College Board of Education

References:
Former Policy Number: 1410