



01.10.02 OFFICERS OF THE BOARD-PRO TEMPORE

Division: **Board of Trustees**
Adopted: **1982**
Revised: **05/1993, 10/1994, 04/2015, 09/2019, 12/2023**
Reviewed:

Secretary Pro Tempore

If the Secretary is absent from any meeting or refuses to perform their duties, a member of the Board of Trustees (Board) shall be appointed Secretary Pro Tempore by the Chair Person of the Board.

All Officers

In the absence of all officers (Chair Person, Vice Chair Person and Secretary), the remaining Board members shall choose a Chair Person Pro Tempore to conduct the meeting. The Chair Person Pro Tempore shall then appoint a Secretary Pro Tempore for the meeting.

Related Institutional Procedures:

None