

COLLEGE OF MICRONESIA-FSM

BOARD POLICY NO. 1220

Officers of the Board and the President/Chief Executive Officer

Date Adopted: 20-23 March 2006

Date Revised:

Date Reviewed: 19 March 2015; 25-29 August 2025

References: COM-FSM Board of Regents Bylaws, as amended and approved on April 1-5, 2025
FSM Code, Education Title 40,
See <https://www.national.doe.fm/education-title-40/>

I. **Officers of the Board**¹

The Board shall meet and organize by the election of its officers in its regular annual organizational meeting which shall be called on a specified date each year².

A. **Chairperson**

The chairperson shall, if present, preside at all meetings of the Board of Regents. In addition, the chairperson is responsible for:

1. Setting the agenda of Board meetings in accordance with the priorities adopted by the Board.
2. Determining the information to be provided in the agenda materials.
3. Oversee the Board's policy-development process.
4. Coordinate the Board-president relationships.
5. Board Development.
6. Exercise and perform such powers and duties as may be from time assigned by the Board of Regents or prescribed by the law or the bylaws.

As with all regents, the Board chair does not have any authority over or responsibility for specific operational decisions within the college on business or academic matters-those fall under the responsibility of the College president.

B. **Vice-Chairperson**

1. In the absence or disability of the chairperson, the vice-chairperson shall perform the duties of the chairperson, and when so acting shall have all the powers of and be subject to all the restrictions upon the chairperson. The vice-chairperson shall have such other powers and perform such other duties from time to time as prescribed by these by-laws or applicable law.

¹Article III, Sections 1-3, COM-FSM Board of Regents Bylaws, as approved on April 1-4, 2025; PL 7-79 § 11.

²PL 7-79 § 13; PL 8-144 § 4.

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C. **Secretary/Treasurer**

1. The secretary/treasurer of the Board shall, through the administrative assistant of the Board, be responsible for overseeing the records of the Board. This includes certifying the Minutes of the Board and determining how the decision and activities of the Board

are presented by the College, including such things as the college website. The secretary is also responsible for overseeing Board-level activity in monitoring compliances by their administration with Board policy and directives.

The secretary-treasurer shall serve as presiding officer of the Board in the absence of both the chairperson and vice-chairperson. In the absence of all three officers, the Board may appoint a pro tempore officer to preside. The President of the College shall not be eligible for appointment as an officer of the Board³.

II. **President/Chief Executive Officer⁴**

- A. The Chief Executive Officer of the College shall hold the title of President.

- B. **Role of the President/Chief Executive Officer**

The President shall have full control over the conduct of the affairs of the College. As the official advisor to and executive agent of the Board of Regents and its committees, the President serves at the pleasure of the Board and shall remain in office until resignation or removal by the Board.

The President's responsibilities include the following:

1. Serving as the educational and administrative head of the College.
2. Exercising general superintendence over all affairs of the institution.
3. Bringing matters to the attention of the Board as appropriate to keep the Board fully informed in fulfilling its policy-making responsibilities.
4. Having the authority, on behalf of the Regents, to perform all acts and execute all documents necessary to carry out the actions of the Board or its committees.

- C. **Powers of the President/Chief Executive Officer**

The powers of the President of the College are subject to limitations by the Board [and bylaws⁵](#), and include (but are not limited to) the following:

1. to see that rules and regulations of the College are established and implemented; to attend all meetings of the Board and report on the affairs of the College;
2. to keep the Board advised as to the needs of the College;
3. to devote her or his entire time to the business of the College;
4. to select and appoint the employees of the College as provided by Board policies and applicable law;

³PL 7-79 § 11.

⁴Article V, Sections 1-3, COM-FSM Board of Regents Bylaws, as approved on April 1-4, 2025; PL 7-79 § 21.

⁵PL 7-79 § 21.

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5. to establish, plan, organize, coordinate and control the positions, duties, services, and compensation of such employees in service to the College;
6. under the general direction of the Board; to cause to be prepared such data, information, and reports as to comply with applicable laws; and
7. to perform such other additional duties as the Board may require.

Version as of March 19, 2015

~~Officers of the Board and the President~~

~~OFFICERS OF THE BOARD~~

~~During the December organizational board meeting, the board elects the following officers:~~

~~Chairperson, who, if present, presides at all meetings of the board and exercises and performs such other powers and duties as may from time to time be assigned by the board or prescribed by law or bylaws;~~

~~Vice Chairperson, who, in the absence or disability of the chairperson, performs the duties of the chairperson, and when so acting has all the powers of and is subject to all the restrictions upon the chairperson. The vice chairperson shall have such other powers and perform such other duties as time to time prescribed by applicable law or bylaws.~~

~~Secretary/Treasurer, who keeps, or causes to be kept, a book of minutes of all board meetings with the time and place of holding, whether regular or special, and if special, how authorized, the names of regents present, and the proceedings thereof; gives, or causes to be given through the president, notice of all meetings of the board as required by the bylaws; keeps and maintains, or causes to be kept and maintained, adequate and correct accounts of properties and business transactions associated with the operations of the board and the administrative officers and staff of the college; and may delegate to the president, or personally exercise, the following responsibilities: deposit all moneys and other valuables in the name and to the credit of the board of regents, disburse funds as may be ordered by the board, and make available to any regent and the independent auditors the books of account for their inspection at all reasonable times.~~

~~In the absence of all three officers, the board may appoint a pro tempore officer to preside. The president of the college is not eligible for appointment as an officer of the board.~~

~~PRESIDENT~~

~~The president of the college is appointed by the board and, as the chief executive officer of the college, has full charge and control of the administration and business affairs of the college. The president is the official advisor to and executive agent of the board of regents and its committees.~~

~~The powers of the president are subject to limitations by the board and by law, and include the following:~~

- ~~1. To see that rules and regulations of the college are established and implemented;~~

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- ~~2. To attend all meetings of the board and submit a general report of the affairs of the board and submit a general report of the affairs of the college to the board;~~
- ~~3. To keep the college advised of the requirements set forth by the board;~~
- ~~4. To keep the board advised as to the needs of the college;~~
- ~~5. To devote his/her full time to the business of the college;~~
- ~~6. To approve the selection and appoint the employees of the college except as otherwise provided by this act and to plan, organize, coordinate, and control the services of such employees in the exercise of the power of the college under the general direction of the board;~~
- ~~7. To cause to be submitted to the President of the Federated States of Micronesia and the FSM Congress a report describing the condition and progress of college programs and activities during the preceding fiscal year and financial status of the college on the last day thereof. The report shall be made in a manner provided by the board; and~~
- ~~8. To perform such other additional duties as the board may require.~~