

Gateway Community and Technical College

Board of Directors

Bylaw Committee Report

February 18, 2015

The Gateway Community and Technical College Board of Director's Bylaw Committee met on February 6, 2015. The following is a summary of edits and recommendations:

- The Board of Directors will have three governing documents: the Bylaws, the Board of Directors' Procedures, and a Board of Directors' Code of Ethics.
- The Board of Directors new documents will replace the current documents listed on the Gateway website under Our Leadership – Board of Directors --- Policies, and Our Leadership --- Board of Directors --- Bylaws.
- A procedure will be added to include an internal evaluation of the Board of Directors.
- As part of a new procedure, it is being examined if wording such as “a member who has missed three meetings without approval of the Board Chair is assumed to have resigned, and a notice will be sent to the Governor of the Commonwealth of Kentucky” is possible.
- Several items in the draft Bylaws will be moved to the policies:
 1. In Article III Duties, Section Two: the wording from “The steps of the procedure include:...” until the end of that section will be moved to the Board of Directors' Procedures.
 2. In Article IV, Sections 2, 3, and 4: The Election and Vacancies sections will be moved from the Bylaws to the Procedures.
- It is recommended that the officer positions are two-year terms. Moreover, it is recommended that an officer cannot serve more than two consecutive terms.
- The wording in Article IV Members, Section 4.3 will be changed from “emailed to appropriate board designee” to “emailed to Board Chair.”
- In Section VI, Meetings 1: “A schedule of regular meetings for the year will be provided at the first meeting of the academic year” will be changed to “A schedule of regular meetings for the academic year will be provided at the last meeting of the prior academic year.”
- It is recommended that each Board member will serve on no more than two standing committees.
- The Code of Ethics will include a “how-to-handle-the-media-statement.”
- The following sentence will be added to the end of the Bylaws, “Any portion of the Bylaws might be suspended under extraordinary barriers.”
- Under Article II, paragraph two, the following wording is being deleted: “The purpose of these Bylaws is to set forth guidelines, protocols, and procedures for the implementation of the duties provided by the Statue. “
- It is recommend under Article VI, Meetings a statement that the Board of Directors will meet at least six times per academic year be added.

Respectfully Submitted,

H. Michelle Deeley Wilhite, Chair, Bylaws Committee