

Georgia law permits. After an Executive Session of the Board or of any of its Committees, the Board or Committee shall announce in public all actions taken in Executive Session and shall record such actions in the official minutes. The Board and its Committees may meet by teleconference or other similar means, as deemed necessary by the Chair of the Board.

7. Minutes

Minutes of all Board of Regents meetings shall be prepared, distributed, filed, and protected by the Secretary to the Board in accord with procedures established by the Georgia Records Management Program. The minutes shall be available to the public during normal business hours for inspection and duplication.

8. Agenda

The Chancellor shall give to the members of the Board at least five days before each meeting information on matters which are to be considered at the meeting.

All individuals or groups employed or enrolled in the University System shall submit all requests for items to be placed on the Board agenda to the president of the respective institution who shall, after carefully considering such requests, transmit them with his or her recommendations to the Chancellor.

9. Appearances Before the Board

Individual or group representatives who desire to appear before the Board of Regents to discuss or initiate a subject within the Board's jurisdiction shall submit their request to the Chancellor to be received at least fifteen days prior to the scheduled meeting of the Board. The Chancellor, in consultation with the Chair, may either place the requested item on the agenda or reject it, notifying the individual or group of the reasons for his or her decision. The Chancellor may refer any such request to the Chair for referral to a Committee of the Board.

When deemed proper, the Chair or a majority of the Board may waive these rules and hear any person on any subject. In addition, persons other than presidents or agency heads who desire to appear before a Committee of the Board may petition the Chancellor or the Secretary to the Board.

4. Officers and their Duties

1. Officers

The officers of the Board of Regents shall be the Chair, the Vice Chair, the Chancellor, the Secretary to the Board, and the Treasurer.

2. Election and Term of Office

Effective July 1, 2011, unless otherwise determined by the Board, the Chair and the Vice Chair shall be elected at the November monthly meeting for a term to begin on January 1st and to end on December 31st of each year. Except as provided in Section 11 of Article IV of these Bylaws, no one person shall hold more than one office.

3. Removal of Officers

Officers may be removed at any time by the Board by the affirmative vote of a majority of the Board.

4. Vacancies

Vacancies shall be filled by the Board as soon as practicable.

5. Chair

The Chair shall be a member of the Board, shall preside at the meetings of the Board with the authority to vote, shall appoint members of all Committees, and shall designate the Chair of each Committee. The Board Chair shall be an ex officio member of all Committees with the authority to vote. The Chair, upon the authority of the Board and in the name of the Board of Regents of the University System of Georgia, may execute all notes, bonds, deeds, contracts, and other documents requiring the Seal. The Chair shall submit the annual report of the Board of Regents to the Governor.

6. Vice Chair

The Vice Chair shall be a member of the Board and an ex officio, voting member of all committees of the Board. The Vice Chair shall perform the duties and have the powers of the Chair during the absence or disability of the Chair.

7. Chancellor

The Board of Regents shall elect the Chancellor at the first regular meeting following May 1. The Chancellor shall be given an annual letter of agreement. In case of any vacancy in the Chancellorship, the Board shall name an Interim Chancellor who shall serve until the office of the Chancellor shall be filled.

The Chancellor shall be the chief administrative officer of the University System as well as the chief executive officer of the Board of Regents and, as such, shall perform all of those duties that are prescribed by the Board.

8. Secretary to the Board

The Secretary to the Board shall be elected by the Board, upon the recommendation of the Chancellor, and shall not be a member thereof. The Secretary to the Board shall perform those duties as determined by the Board and as set forth in these Bylaws or in The Policy Manual of the Board of Regents.

9. Treasurer

The Treasurer shall be elected by the Board, upon the recommendation of the Chancellor, and shall not be a member thereof. The Treasurer shall perform such duties and have such powers as the Board may authorize or as may be assigned to him or her by the Chancellor and as set forth in these Bylaws or in The Policy Manual of the Board of Regents.

10. Other Officers

The Board of Regents may establish or abolish from time to time such offices and positions as may be necessary to carry out the functions of the Board.

11. Delegation of Duties of Officers

Notwithstanding any other provision of these Bylaws, in case of the absence of any officers of the Board of Regents or for any other reason that the Board may deem sufficient, the Board of Regents may delegate the powers or duties of such officers to any member of the Board, provided a majority of the Board concurs therein.

5. Duties of the Board and its Committees

6. In General

The Board of Regents shall be responsible for the operation of the University System of Georgia as provided by the Constitution of the State of Georgia and laws enacted pursuant thereto. The Committees of the Board shall review policy matters in the areas of jurisdiction assigned to them and advise the Board as to what, if any, changes of policy should be made. Each of the standing Committees shall keep informed with respect to the manner in which the policies of the Board are being administered in its jurisdiction.