

- A. Election. At the regular meeting of the Board in December of each calendar year, the Board shall elect a Chair and a Vice Chair from the membership of the Board. Each shall hold office for one (1) year or until a successor has been elected. An officer of the Board shall be eligible for no more than two (2) consecutive one-year terms in the same office. In filling vacancies for unexpired terms, an officer who has served more than half a term is considered to have served a full term in that office. (Revised 9/27/96)
- B. Chair. It shall be the duty of the Chair to preside at all meetings of the Board, to name the members of all standing and special committees of the Board, to fill all vacancies in the membership of such committees in accordance with the provisions of these bylaws, and to direct the chair of each committee to call special meetings as deemed necessary.
- C. Vice Chair. In the absence of the Chair, it shall be the duty of the Vice Chair to perform the duties of the Chair.
- D. Secretary. The System President shall serve as Secretary to the Board, to the Executive Committee, and to standing and special committees and shall, ex officio but without vote, be a member of all such committees unless otherwise specified and shall be responsible for maintaining all minutes, papers, records, and documents of the Board.
- E. Board Parliamentarian. The person serving in this position shall be a member of the Board, shall be appointed by the Board Chair, and may serve as a member of the Executive Committee.

### SECTION III. MEETINGS

- A. Regular. The Board shall meet on or before the second Monday of January each year and at other times as fixed by the Board or upon the call of the Chair (R.S. 17:1833).  
All regular meetings of the Board shall be open to the public except when otherwise voted for the consideration of matters in an executive session. No final or binding action shall be taken in a closed or executive session.
- B. Executive Committee. A meeting of the Executive Committee shall be held monthly except in those months in which the Board conducts meetings. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business. It shall consider such matters as are referred to it by the Board. It shall execute such orders