

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

-Discussion/Action

FROM: Gari Browning

DATE: December 10, 2008

SUBJECT: Board Chair Guide - Draft (*BP 2210*)

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The President/Superintendent has drafted a Board Chair Guide to assist the Chair of the Board of Trustees in the organization and leading of meetings, communication between the Board and the President/Superintendent, and the conduct of Board business. An outline of the guide content is provided.

RECOMMENDATION

First reading of agenda item, and is for discussion only.