

## Polk State College District Board of Trustees Rule

Rule Number	Subject	Rule Making Authority	Statutory Reference	SBE Rule Reference	Effective Date
6Hx21 1.07	Trustee Performance Standards	FS 1001.61-65	FS 1004.70		6/24/19

The responsibilities of the Polk State College District Board of Trustees are as follows:

1. Select, evaluate, and retain through contract the best available College President.
2. Ensure that all College business and/or problems are channeled through the College President for action and recommendation to the Board.
3. Cooperate in the establishment of the development of a comprehensive set of policies to govern the College district.
4. Ensure that all deliberations of the Board, prior to voting, are conducted in open and public meetings, unless otherwise exempt by law.
5. Concentrate efforts on discussions of policy, growth, direction, evaluation, philosophy, finance, community need, accountability, and other priorities.
6. Work toward completing and periodically updating short-range and long-range planning programs.
7. Encourage the use of community advisory committees in assisting the College in recommending new courses and programs and evaluation of ongoing programs.
8. Review, update, and evaluate all written policies and the College vision, mission, core values and strategic goals on an annual basis and measure progress toward achieving those ends.
9. Serve as liaison between the College and its community.
10. Recognize Polk State College as an important partner with other institutions in postsecondary higher education.
11. Become familiar with and represent the entire College program.
12. Participate in Board meetings with regular and prompt attendance.

13. Review all Board materials received in advance of the Board meeting.
14. Attend College-related activities, when possible.
15. Share experiences and ideas with colleagues from other boards.
16. Be tolerant of the opinions of others, vote convictions even though they may be unpopular, and support the majority decisions.
17. Observe appropriate courtesies when visiting the College.
18. Evaluate personal effectiveness as a Trustee at least once a year.
19. Provide budgetary direction to accomplish maximum efficiency and economy of the College.
20. Review the audit process of the College on a regular basis.

**History:** Formerly Rule 1.04

Adopted: December 23, 1974

Revised: July 28, 1976; July 27, 1992; April 25, 1994; January 22, 2007;  
February 25, 2013 and June 24, 2019