



## **Minnesota State Southern Agricultural Center of Excellence Board Charter**

### **PURPOSE OF CHARTER**

The Board Charter outlines the role, responsibilities, structure and processes of the Board of Directors (Board) for the Minnesota State Southern Agricultural Center of Excellence (Center).

### **PURPOSE OF BOARD**

The purpose of the Board of Directors is to provide leadership and strategic guidance for the Center. The Board focuses on policy decisions; it monitors the implementation of those policies, and assesses the progress of the Center in meeting the goals established by the Board.

### **ROLE AND RESPONSIBILITIES**

The Board will collaborate with the Center to articulate the organization's vision, mission, values, and goals.

The Board will author and approve the strategic direction of the Center; including review of the annual work plan.

Board members will represent the eight (8) career pathways in the agriculture sector as outlined by Minnesota State and data from Talent Neuron. These pathways are Agribusiness Systems; Animal Systems; Plant Systems; Food Products and Processing Systems; Environmental Systems; Biotechnology; Natural Resources Systems; and Power, Structural, and Technical Systems.

Board members will represent a geographic region encompassing all of southern Minnesota. This area includes agencies in the Twin Cities on the northern most points and then working south, southwest, and southeast.

Board members will review the annual budget and expenditures. They will provide financial guidance in support of grants and other funding sources.

Board members will establish committees, policies, and procedures in support of Center activities in order to ensure that systems are in place for the organization to run effectively, efficiently, ethically; that it is responsive to the educational and economic development needs of the region and state.

### **MEMBERSHIP AND LEADERSHIP**

The Board consists of up to 18 volunteer members. New members are elected with terms beginning in September of each year. Ideally, all eight pathways would have representation, with at least one person represented from each of the 8 pathways. Board members will serve 3-year renewable terms. Ex-Officio representatives from key partner agencies may attend the Board meetings as non-voting members. They will serve as a resource for discussion purposes.



# MINNESOTA STATE

## Southern Agricultural Center of Excellence

The Board will elect one member as Chairperson. The Chairperson is elected by the Board to the position after serving a minimum of one year on the Board. Chairperson will serve a minimum of 2 years as Chairperson and could serve up to three consecutive 2 year terms if elected. The Chairperson is responsible to ensure that the Board accomplishes its mission. The Board will elect an Executive Committee that will have the authority to take action on behalf of the Board between Board meetings.

The Advisory Council consists of members of the Center's partner educational institutions. Advisory Council representatives may also attend the Board meetings as a resource for discussion purposes.

### BOARD AND DIRECTOR RELATIONSHIP

The Center Director does not serve as a member of the Board. The Director is responsible for policy direction, and the efficient and effective operation of the organization. The Director will bring relevant matters to the attention of the Board in an accurate and timely manner.

### BOARD CULTURE

The Board seeks an engaged culture, which is categorized by honesty and a willingness to challenge all to succeed. The Board speaks with one voice; the authority of the Board does not lie with one individual Board member's interests, expertise, or responsibilities.

The Board delegates the administration of the Center, its internal governance and planning processes to the Center Director.

The Board is responsible to establish, maintain, clarify, and protect the Centers relationship with the local, regional, and national community.

Agendas for each meeting are established and sent out one month prior to each Board meeting. The agenda addresses Board priorities, limits presentation time, and maximizes discussion time.

### REPORTING

Proceedings of all meetings are documented as minutes. Minutes of all Board meetings are approved by the Board at the subsequent meeting. Minutes will be taken by a member of the Center staff.

### REVIEW OF CHARTER

The Board will review this charter annually to ensure it remains consistent with the Board's objectives and responsibilities.

### PUBLICATION OF THE CHARTER

A copy of the charter is available on the Center's website, [centerofagriculture.org](http://centerofagriculture.org)