

The Governance Institute

Action Plan and Discussion Questions

As boards think about the roles and responsibilities of the board chairperson, they should consider the following:

- Does the board chair have a clearly defined job description that outlines his/her duties, requirements, and term limits? Is the job description thoroughly followed and updated as needed?
- Is the board chair regularly evaluated on his/her performance so that he/she has a chance to make necessary improvements?
- Is the chairperson knowledgeable about industry trends, the organization's structure and culture, community expectations, and competitors?
- Does the chairperson have a strong, trusting relationship with the CEO and other board members?
- Are board meetings lead in a way that encourages everyone to participate, is respectful of board members' time, and focuses on generative, strategic discussions?

Reflective Questions
Which of the practices in this course can the board chair implement to be more effective at his/her role?
What can the board chair do to encourage more productive meetings in the future?