

SBHE New Board Member Orientation

Working Draft as Of April 17, 2017

Guiding Principles:

- ❖ The orientation program should be comprehensive in scope to help establish a strong foundation for a clear understanding of the SBHE's mission, authority and responsibilities, as well as the specific responsibilities of the individual trustees.
- ❖ Each new board member should clearly understand the Board's expectation for their individual performance.
- ❖ The orientation program should be highly participatory and engaging, offered in more than one segment, and over an extended period of time.
- ❖ The orientation program should be assessed based on stated goals as well as perceived effectiveness.

Goals:

1. To gain a strong understanding of the SBHE's mission, values, and history – to include the laws and regulations that define the board's authority, the political context in which the board operates, and the public agenda the SBHE is pursuing in serving the state.
2. To quickly master and be able to convey key knowledge about the system's strategic plan including basic characteristics of the system and collective achievements.
3. To familiarize new board members with the profiles of the 11 individual campuses which comprise the system as well as the System's strengths, needs, opportunities, and strategic challenges.
4. To provide new board members with unambiguous information on the SBHE's responsibilities as a whole as well as those of individual board members.
5. To help new board members understand how they can best contribute to the SBHE's work.

Program Elements:

- ❖ Advanced Readings
- ❖ Dedicated Session During the Summer Retreat
- ❖ Individual Board Orientation Follow-up Meetings with NDUS Staff
- ❖ Board Mentorship Program
- ❖ Assessment

Advanced Readings:

- ❖ AGB Board of Directors' Statement on the Fiduciary Duties of Governing Board Members
- ❖ Materials prepared by Kristie and cross-referenced to *Items for a Briefing Package Prior to Orientation* (found on p.3 of materials prepared by Tisa for March Committee meeting)

Dedicated Session During the Summer Retreat:

- ❖ Welcome, vision and expectation from the Board Chair – Board Chair
(Goals 1, 4, 5)
- ❖ Fiduciary duties, SBHE history, roles and responsibilities – Legal Counsel
(Goals 1, 4)
- ❖ Board Committees (organization & expectations, key issues from the past year, current issues and strategies) – presented by board members from those committees during the past year
(Goals 2, 3, 5)
- ❖ NDUS Strategic Plan – Chancellor and NDUS staff
(Goals 2, 3)
- ❖ *We probably need to take advantage of the fact that all presidents are here – how do we capture their story without a long “talking to” presentation???? One suggestion in the materials was a multimedia presentation)*
(Goal 3)
- ❖ *We need to think about a conversation about the political context – relationship and goals with the legislators and other constituencies – board chair & legislator???*
(Goal 1)

Individual Board Orientation Follow-up Meetings with NDUS Staff:

Staff probably have a good idea of what they would present. This is where I would see items 4 and 5 occurring in addition to the list you prepared under board orientation. Item 6 needs to occur within the framework above (either first or second bullet).

Is item 8 (Envision 2030) a board agenda or a board orientation item?

Board Mentorship Program:

- ❖ Mentors should be experienced (one year of SBHE service) Board members who are currently serving on the Board.
- ❖ Mentors should be assigned prior to the retreat. Similar Committee assignments would be a plus.
- ❖ Mentor responsibilities include:
 - Sit together during the retreat and first couple of meetings
 - A phone call prior to the retreat and Board meetings to ensure the new Board members understands the agenda, mechanics/processes, and expectations in terms of preparation and participation.
 - Communication (check-in/debriefing) following each meeting to help the new board member process accomplishments, how the board reached its conclusions, and answer any questions.
 - Follow-up conversation to the individual self-review tentatively scheduled for January.
- ❖ The Governance Committee is responsible for checking in with both the mentors and mentees throughout the year regarding how the mentorship program is going (informal assessment).
- ❖ A formal assessment of the program will be conducted.

Assessment

- ❖ Formal assessment should be conducted for each segment and informal assessment should occur throughout the year.

DRAFT