

When a vacancy on the Board is anticipated or occurs, the Board Secretary in consultation with the President and Board Chair, will conduct a needs assessment analyzing the present Board membership against the composition identified in Section 3 of this policy. In conducting the needs assessment, the Board Secretary, in consultation with the President and Board Chair, will consider the results of the most recent self-assessments conducted by the Board.

4.2 Vet Potential Candidates

Based on the needs assessment, the President will identify potential candidates. To assist the President, the Board Secretary will maintain a list of individuals submitted by sources such as Trustees, the President, senior administrators, alumni, and others. The President will vet potential candidates in consultation with the Board Officers. Vetting may include a discussion with potential candidates about their interest, readiness for nomination, fit with the desired characteristics and the responsibilities of trusteeship which include but are not limited to:

- 4.2.1 Commitment of time and talent; attendance at and participation in board and committee meetings;
- 4.2.2 Ability to maintain a university-wide perspective on issues and concerns;
- 4.2.3 Promotion of the university mission through advocacy and oversight of policy;
- 4.2.4 Active involvement in the life of the university;
- 4.2.5 Service as an ambassador for the university; and
- 4.2.6 Use of personal and professional skills and contacts in attracting public support of the university in the form of funding as well as recognition of university achievements and contributions to the public good.

In addition, the impact of any conflicts of interest (or potential conflicts of interest) will be evaluated. Candidates who will be recommended to the Executive Committee will be asked to complete an application packet including the Governor's Executive Appointment Interest Form and Background Information Form, a short biography, a resume, and a statement of interest.

4.3 Present Recommendations

The President will present one complete application packet per vacant position, of a potential candidate.