



EASTERN OREGON
UNIVERSITY

**EOU BOARD OF TRUSTEES GOVERNANCE COMMITTEE
TRUSTEE NOMINATION AND RECRUITMENT**

NOMINATION PROCESS FOR AT-LARGE POSITIONS

The Governance Committee process for filling EOU Board of Trustees vacancies for at-large positions* is intended to strategically and thoughtfully select, recruit and move nominees forward for the Governor's consideration. The process must be carefully managed to ensure confidentiality, integrity, enable nominations to be adequately vetted in a timely manner and ultimately lead to an effective Board of Trustees.

I. PROCESS FOR TRUSTEE NOMINATIONS.

1. The Board Chair and/or Board Secretary are notified of, or anticipate, an opening on the EOU Board of Trustees in an at-large capacity* and informs the Governance Committee.
2. The Governance Committee should review a working list of prospective names and may also request nominations from the Board or the University.
 - a. Names must be held in confidence.
 - b. Staff will compile background information on prospective nominees to share with the President, Board Chair and Governance Committee.
3. A short list should be compiled in consultation with the President and Board Chair.
4. One or more nominees may be interviewed to ensure willingness to serve, an understanding of board roles and responsibilities and overall fit with the board.
5. The Governance Committee will present the nominee(s) to the Board of Trustees.
6. Final nominees will work with staff to submit the appropriate materials to the Governor's Office for consideration.
7. Upon agreement with the Governor, the nominee(s) will be forwarded to the Oregon Senate Committee on Executive Appointments for consideration and then confirmation by the Oregon State Senate.

*Trustee positions representing the Faculty, Staff and Students are managed separately:

- a. The EOU Faculty Senate will nominate teaching faculty to serve;
- b. The Associated Students of EOU (student government) will nominate students to serve; and
- c. The Classified Staff and Administrative Professionals will nominate staff to serve.

II. TRUSTEE RECRUITMENT CONSIDERATIONS

The Board should consider and review multiple factors in trustee membership which include member characteristics and composition listed below:

Characteristics

- Connected to the University, the region and students EOU serves.
- Leaders in their community, region or state
- Have a commitment to public higher education
- A record of public service
- Collaborative leadership skills
- Knowledge of complex organizations
- Willingness to invest time and resources
- Ability to engage with the board and the university community
- Integrity and openness

Board composition

- Background and experience
- Connection to EOU
- Gender and ethnic diversity
- Geographic representation
- Professional expertise
- Donor capacity
- Statewide connections
- Political abilities
- Balanced perspectives
- Institutional memory

III. PROCESS FOR DEVELOPING TRUSTEE NOMINEES

To avoid gaps in membership and thoughtful review, the Governance Committee and staff should be continually seeking out and vetting potential new Trustees and maintaining an active list of candidates. Committee members will not contact candidates about their candidacy without authorization.

1. Names should be forwarded to the Governance Committee chair and staff.
2. A candidate dossier will be developed with appropriate background information.
3. A candidate information package will be provided to nominees at the appropriate time and include an overview of EOU and the Board of Trustees, expectations, etc.
4. It is important to have candidates with an interest in EOU and thus they will likely have multiple opportunities to engage with the university on multiple levels including interaction with the President, senior staff, other Trustees.
 - a. It is important to understand the need for a clear and confidential process and not present candidates or communicate with them as if the process were a “done deal.”
5. Upon notification of a Trustee vacancy these names will be used in consideration of nominating a new Trustee to the Governor through the process outlined above in item I.