

## **Tennessee State University Board of Trustees**

### **Policy No. 005: Board Self-Assessment and Trustee Orientation**

#### **I. Board Self-Assessment**

##### **A. Purpose**

Tennessee State University's accrediting body, the Southern Association of Colleges and Schools Commission on Colleges ("SACSCOC"), requires that TSU's governing board conduct regular self-assessments to evaluate board effectiveness. This section of the policy establishes the mechanism by which the Board shall conduct a self-assessment of its performance as a governing body.

##### **B. Timing of Self-Assessment**

Commencing in fiscal year 2019-20, the Board of Trustees shall conduct a self-assessment to evaluate its performance, responsibilities and expectations. Following the initial Board self-assessment, the Board shall conduct a self-assessment on a regular basis, which shall mean no longer than every three years in frequency, and may also conduct a self-assessment at the request of the Board Chair or a majority of the Board.

##### **C. Self-Assessment Process**

1. The Executive Committee of the Board shall be responsible for reviewing potential self-evaluation instruments and recommending the instrument (s), procedure (s), and timeline for conducting the self-assessment.
2. The Board will have the opportunity to review and approve the Executive Committee's recommendations for conducting the self-assessment.
3. The Board Chair shall be responsible for receiving the information developed in connection with the self-assessment and sharing the results with the Board.

#### **II. Board Trustee Orientation**

##### **A. Purpose**

The purpose of this section of the policy is to set forth the Board's orientation program, with the primary goal of providing sufficient information to new Trustees to enable them to carry out their fiduciary duties in an effective manner.

**B. New Trustee Orientation Program**

1. All new Trustees shall participate in an orientation session within sixty days prior to or following their first meeting as a new Board member.
2. The Board Chair shall designate a Trustee to participate in a scheduled orientation session. The President and the Board Secretary shall also participate in the orientation session, and the President may designate other University personnel to participate in the orientation session.
3. The orientation staff shall conduct, and the Trustee shall participate in, the orientation session in person, or via a video or an audio orientation session.
4. The orientation session shall include, but is not limited to, the distribution of materials summarizing the institution's history, mission, operations, student body makeup, strategic priorities, organizational chart, leadership team members, and the laws and policies that govern a Trustee's, governing, fiduciary and ethical duties. The orientation session may also include the dissemination of other pertinent information to assist the new Trustee in carrying out the responsibilities as a Trustee.

**C. Orientation Sessions for Existing Board Trustees**

1. Current members of the Board of Trustees are expected to attend Tennessee Higher Education Commission sponsored orientation/educational sessions.
2. The Board Chair may also schedule an orientation or educational session for Trustees to attend.

**Citation of Authority for Policy:** SACSCOC, Principles of Accreditation, Section 4.2.g

**Document History:**

- Adopted by the Board of Trustees: September 20, 2018.