

A. Procedures for the Orientation of Newly Elected Trustees

Becoming a member of a governing board for community colleges is an exciting and

4. Invitation to a board meeting held prior to the election to observe and be introduced.

All candidates, including incumbents, will be treated equally.

C. Post-Election Orientation for New Trustee(s)

1. Trustee role and responsibilities
2. The p

- b. Provide institutional characteristics.
- c. Review the catalog, accreditation self-study and team reports, other key planning documents, and provide existing printed materials.
- d. Provide briefings on administrative structure, academic structure, programs and priorities, basic aid funding versus state funding, physical plant priorities, and college planning processes.
- e. Provide information about the history of the college and the importance of attendance at major district events such as convocations, opening days, and graduations.
- f. Explain and discuss collegial governance and how it works.
- g. Arrange for the trustee to talk with key leaders about programs and services offered by the college and provide an opportunity to meet informally with faculty, staff, students, and administrators.
- h. Review the role of the academic senate, classified senate, and the associated student council.

4. Additional Areas to be Covered

- a. Review the role of the president as secretary to the board and the support provided by the executive assistant to the president to all board members.

- b. ~~president to~~ review the role of the president as secretary to the board and the support provided by the executive assistant to the president to all board members.

The vice president of student services or designee shall be in charge of communication training and parliamentary procedures.