

Ivy Tech State College Regional Boards and Trustees Responsibilities and Expectations

Provided below is a listing of legislated responsibilities and College expectations for all regional trustees.

Legislated Responsibilities for Regional Boards:

- Make a careful analysis of the educational needs and opportunities of the Region.
- Develop and recommend to the State Board, a plan for providing postsecondary occupational and technical education for the people of that region.
- Develop and recommend a budget for regional programs and operations.
- Identify and recommend alternative methods of acquiring or securing facilities and equipment necessary for the delivery of effective regional programs.
- Facilitate and develop regional cooperation with employers, community leaders, economic development efforts, area vocational centers, and other public and private education and training entities in order to provide occupational and technical education and training in an efficient and cost-effective manner and to avoid duplication of services.
- Determine through evaluation, studies, or assessments the degree to which the established training needs of the Region are being met.
- Make recommendations to the State Board concerning policies that appear to substantially affect the Regional Board's capacity to deliver effective and efficient programming.

College Expectations for Regional Trustees:

- Become acquainted with orientation materials and attend a new trustee orientation session conducted by your region's leadership.
- Support the College's and regional vision, mission, and goals.
- Understand and help blend the community's economic development vision with the College's programming.
- Review materials prepared for each regional board meeting and attend at least 80 percent of the regularly scheduled meetings.
- Attend and participate in the Annual Trustees and Directors Conference held in Indianapolis in late October.
- Serve on committees and support other special assignments as may be requested by the Chancellor or Regional Board Chair.
- Participate in scheduled board planning retreats and board evaluation sessions.

Ivy Tech State College Regional Board and Trustees Responsibilities and Expectations (continued)

- Attend the regional commencement ceremony.
- Attend, as time allows, other regularly scheduled College events, e.g. career day, pinning ceremonies, student-sponsored events, etc.
- Participate in College-sponsored meetings with local legislators and assist in securing state funds for campus expansion and renovation projects.
- Represent and promote the College while serving on community boards, attending community social gatherings, and when meeting with state and local elected officials.
- Contribute to the annual evaluation of the chancellor and if turnover occurs in the position, become actively engaged in the process of selecting the new chancellor.
- Continue to increase your knowledge about contemporary issues in higher education, in Indiana, in the College, and in the Region.
- Complete annually the uniform conflict of interest statement.
- Support and foster a culture that encourages innovation and prudent risk-taking.
- Make a personal annual financial contribution to the College and assist the College foundation in raising funds in support of annual and capital campaigns.

Nonprofit law requires governing boards to abide by three basic standards of conduct while exercising authority over nonprofits:

- The DUTY OF CARE. The board of directors as a whole and as individual directors must exercise “due care” in all dealing with the organization and its interests. This means that:
 - The board must make decision on behalf of the organization that are **reasonable and prudent**.
 - The board must have the information necessary to make decision on behalf of the organization, and
 - Individual board members are required to exercise **independent judgment**.
- The DUTY OF LOYALTY. All decisions and all actions taken on behalf of the organization must be in the best interest of the organization. The board members may not put their own interests or those of other parties above those of the organization. **Conflicts of interest, including the appearance of conflicts of interest, must be avoided.** This includes:
 - Professional conflicts of interest,
 - Personal conflicts of interest, and
 - Conflicts of interest with other organizations with which board members may be connected.

**Ivy Tech State College
Regional Board and Trustees
Responsibilities and Expectations (continued)**

- The DUTY OF OBEDIENCE. All decision and actions of the board of directors must be guided by the organization's central purposes. **Board members must protect and be true to the organization's mission.**