

<b>Louisiana Board of Regents</b>	
<b>Bylaws Policies and Procedures</b>	
<b>Policy Number</b>	<b>BPP 3.3 (a)</b>
<b>Chapter</b>	<b>Bylaws</b>
<b>Effective Date</b>	<b>3/23/11</b>
<b>Subject</b>	<b>Orientation for New Board Members and Board Member Professional Development</b>

**Overview**

The Board is the constitutionally authorized policy-making and coordinating body for Louisiana’s postsecondary education system. To effectively meet the challenges of postsecondary education, the Board and staff must function together as a leadership team. All must understand the vision, structure, accountability, and advocacy needed to provide quality educational programs and services. Participation in orientation and professional development activities will assist in achieving these goals.

This policy establishes guidelines and requirements for the orientation and continued professional development of members of the Board of Regents. The responsibility for such training will rest with the Commissioner of Higher Education. The main focus of this training will be toward assisting members of the Board to become informed and active participants in policy making and coordinating Louisiana postsecondary education in accordance with its constitutional and statutory responsibilities.

**Orientation of New Board Members**

The orientation session is designed to acquaint new members with the role and activities of the Board as well as the scope of its responsibilities. Additionally, the purpose of the session is to inform new members of the Board’s functions, policies, procedures, and current issues. The session also serves as an opportunity for members to ask and have questions answered.

The session shall be conducted within sixty (60) days following the new member’s appointment. The administrative staff of the Board may be designated to assist new members in understanding the Board’s functions, policies, and procedures as they relate to specific functions.

An Orientation Manual will be provided that contains selected reference materials, Board policies, regulations, budget and finance documents and other helpful information. New members will attend meetings of the Board and be encouraged to participate in periodic professional development sessions.

Each newly appointed member shall be provided a copy of the *Louisiana Code of Governmental Ethics*.

The Louisiana Department of Boards and Commissions will provide each newly appointed Board member a “Related Party Disclosures” and a “Compliance with the Code of Governmental Ethics” form for his/her review and completion.

### **Professional Development**

Several opportunities for members of the Board to participate in professional development activities will be provided yearly. Board members are encouraged to attend all training sessions. These sessions may be in the form of a retreat, workshop, seminar, or forum and each will focus on an area of interest or need as identified by the Chairman of the Board or the Commissioner of Higher Education. Sessions will be conducted by Board staff or consultants and typically last between one to three hours.