

**UNIVERSITY BOARD OF TRUSTEE SELECTION
AND REAPPOINTMENT PROCESS**

A. SELECTION PROCESS

1. Pursuant to [Section 1001.71\(1\), Florida Statutes](#), the Board of Governors is responsible for appointing five citizen members of each university board of trustees, subject to confirmation by the Senate. To carry out this responsibility, a [Trustee Nominating Committee](#) comprised of six Board of Governors' members appointed by the Chair of the Board will recommend reappointment of sitting trustees or new nominees to the full Board for appointment to the university boards of trustees as vacancies become available.
2. The [Chancellor](#) will be responsible for notifying the Chair of the university board and the university president of any upcoming vacancies to that university's board and will request nominations. The notification will occur one hundred eighty (180) days before the term expires or four (4) weeks after resignation or removal of a trustee. Within thirty days (30) of such notification, the Chair of the university board and the president may submit a list of two but no more than five nominees to fill the vacancy, together with an application completed by each nominee. In the event the vacancy being created is by virtue of the expiration of a sitting trustee's initial term, the Chair of the university board and the president can submit that trustee's name and application as the sole nominee, if so desired. The vacancy will also be advertised to the public by posting a notification of the vacancy on the [Board of Governors'](#) website and by such other means as directed by the Trustee Nominating Committee. Any persons wishing to be considered for appointment to a university board must submit an application for appointment to the Board of Governors no later than thirty (30) days after the vacancy is advertised on the website. If the thirtieth day falls on a weekend or state designated holiday, the application must be submitted no later than the following business day. An application can be obtained by contacting the Board of Governors' office at (850)245-0466 or by accessing the [application](#) on the [Board of Governors'](#) website. All applications are to be submitted to the Chancellor of the Board of Governors, 325 West Gaines Street, Suite 1614, Tallahassee, Florida 32399 or by email to Chancellor@FLBOG.org.
3. The Trustee Nominating Committee, assisted by the Board of Governors' staff, will review the applications and conduct an initial background check of each nominee within thirty (30) days after receipt of the applications,

which includes a preliminary screening by the [Florida Department of Law Enforcement](#). Following such review, the nominees' qualifications will be discussed at an open meeting of the Trustee Nominating Committee. At the discretion of the Committee, some or all of the nominees may be interviewed by the Committee.

4. Following the Trustee Nominating Committee meeting, the Committee will make a recommendation to the Board of Governors of a nominee to fill the vacancy. Any such nominee will be subject to a [Level 2 background check by the Florida Department of Law Enforcement](#).
5. The Board will consider the nominee at its next regularly scheduled meeting and call for a vote on the appointment. If approved, the nominee will assume the trustee position immediately after the expiration of the incumbent trustee's term of office. The nominee's name will also be submitted to the Senate for confirmation during the following legislative session. It is the expectation of the Board that all new appointees will complete an orientation session designed by the Trustee Nominating Committee as prescribed by the Board of Governors within forty-five days after appointment by the Board, and also complete any orientation program required by the university board of trustees within the time line required by the university.

B. QUALIFICATIONS

1. All nominees must meet the requirements of the [Code of Ethics](#) for public officers as set forth in [Chapter 112](#).
2. General qualifications that shall be taken into consideration in determining qualified nominees include, but are not limited to:
 - a. Prior experience on any profit or not-for-profit boards, including any expertise in leadership or management of such boards.
 - b. Professional business experience, including but not limited to degree of involvement in managing a business or other corporate entity.
 - c. Standing in the community and indicia of public service.
 - d. Willingness to perform all trustee responsibilities and duties and ability to commit the time necessary to fulfill such responsibilities and duties.

- e. Knowledge of the respective roles of the Board of Governors and the boards of trustees, and operation of a university.
- f. Personal integrity, character, intelligence, and ability to work well with others.
- g. Diversity with respect to residence, race, gender, and ethnicity.

C. REAPPOINTMENT PROCESS

All trustees shall serve staggered terms as described in [Section 1001.71\(1\), Florida Statutes](#). Trustees can be reappointed for one additional term by the Board of Governors, and will be considered along with any new nominees who have applied for the position. Factors to be considered in the reappointment include, but are not limited to, the following:

1. The general qualifications stated above in Section B.
2. The ability of the trustee to work collaboratively with the Board of Governors to further the complementary missions of the Board of Governors and the university board.
3. The overall performance and level of commitment by the trustee to his or her board as determined by the Trustee Nominating Committee in consultation with the Chair of the board of trustees.

However, in the event the term to be completed by an appointee is for less than one year, the newly appointed trustee will be automatically reappointed by the Board to serve for one full term and will then be eligible for reappointment to a second full term in accordance with the reappointment process set forth above.