



# New Board Member Orientation

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## Statement

All newly-appointed board members are required to participate in an orientation session to help smooth their transition onto the board by ensuring they understand their roles and fiduciary responsibilities whereby ensuring effective board and individual performance.

All board members are also encouraged to participate in board training and development experiences to enhance their effectiveness both as directors and as community leaders in post-secondary education.

## Processes

The Board Chair, President, and Board Secretary will meet with the new member to review highlights of the documents contained in the information package prepared by the Board office. Appendix A contains a list of materials supplied for new board members.

### Board Chair/President

- Bylaws
- Role and Responsibilities of the board member
- University's mission, vision and Strategic Plan
- Highlight current activities and issues being dealt with by the University
- Roles of committees
- Legal responsibilities
- Introduction to Vice Presidents, Board resource staff, Board Elders, Faculty and student observers
- Communication
- Protocol
- Financial overview

**Secretary to the Board**

- Working on behalf of the Board Chair and President ensures the orientation is carried out
- Logistics
- Sounding board
- Resource-assistance
- Orientation Manual

Board members shall be encouraged to participate in training sessions, workshops and retreats specifically designed to enhance their effectiveness as FNUUniv board members. The Board of Governors will complete an annual evaluation process to facilitate its appropriate internal or external training activities.

Board members' professional/personal development activities must be approved in advance by the board chair.

## Appendix A

- Organizational Chart
- Bylaws
- Strategic Plan
- Annual Report from current year
- An Act Respecting the First Nations University of Canada
- Board minutes and agenda's for the past three (3) meetings
- Board and Committee Terms of Reference and Work Plans
- Role and responsibilities of individual Board members
- Current Policy Governance model
- Policy Handbook
- Annual Budget
- Insurance Policies
- Personnel list
- History and development of the University
- Overview of the University's programs, services, business plan, and facilities
- Board Meeting dates
- Board member contact information and terms of appointment
- Honoraria and Travel Expense Policy
- President's Goals and Objectives
- Collective Agreements
- Audited Financial Statements from current year
- Web page address
- Communication
- copies of all such documents as the attorney for the University may recommend with respect to any pending claims or lawsuits.
- Federation agreement with University of Regina (Senate Bylaws)
- And other information relevant to current initiatives and /or issues at the time of orientation