

For Expert Community Members Serving on Board Committees

Purpose

The Arizona Board of Regents recognizes that permitting expert community members to serve on board committees, including standing board committees, special, ad hoc and advisory committees, can provide valuable subject matter expertise to contribute to complex board discussions. The following guidelines are intended to support the appointment of expert community members to board committees, while protecting the integrity of board processes.

Eligibility

- To be eligible for consideration and continuation as an expert community member of any board committee, the candidate may not be a current employee in any capacity with the Arizona Board of Regents, Arizona State University, Northern Arizona University, the University of Arizona or any of their component units.

Selection

- Expert community members will be appointed to board committees and may be removed by the board chair following consultation with the board office and the chair of the committee to which the expert community member will be appointed. If the appointment is to a new committee for which no chair has been designated at the time of appointment, the board chair may make the appointment without further consultation. The same process will be followed for renewals for additional terms.
- Expert community members will be selected for appointment based on subject matter expertise.
- Notice will be provided to the members of the board of all appointments of expert community members to board committees.
- Expert community members are expected to attend and participate in meetings of the committee to which they are appointed.

Membership on Board Committees

- The term of appointment for an expert community member on a board committee will be for a two year term, which may be renewed for additional terms.

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- An expert community member serving on a board committee will be a voting member of that committee and will be counted in determining a quorum, unless otherwise agreed to by the board chair and the expert community member.
- Expert community members may be removed by the board chair in consultation with the board office and the chair of the committee to which the expert community member has been appointed.
- The total number of expert community members serving on any board standing committee will not exceed two members and will be fewer than the number of voting regents serving on that committee.
- Expert community members will be advised of requirements of the Arizona open meetings and public records laws, and applicable requirements for confidentiality and for disclosure and management of conflicts of interest.

Disclosure Requirements

- To be considered for appointment and throughout the period of appointment, the expert community member must disclose on behalf of the individual and all members of the individual's immediate family and household:
 - All previous employment relationships with the Arizona Board of Regents, Arizona State University, Northern Arizona University, the University of Arizona or any of their component units.
 - All contracts with the universities or the board for goods or services in the three years prior to and through the period of appointment;
 - All service on advisory or similar committees for the Arizona Board of Regents, Arizona State University, Northern Arizona University, the University of Arizona or any of their component units.
- The expert community member shall fully comply with statutory requirements regarding disclosures of substantial interest, including refraining from participating in the discussion of and from voting on any issue in which the expert community member has a substantial pecuniary or property interest as defined by Arizona law.