

**CORNELL COLLEGE TRUSTEESHIP
CLASS OF 2022
THINGS YOU SHOULD KNOW**

1. **Appointment.** One member of the Class of 2022 will be recommended by the Governance Committee to serve a three-year term as a Trustee of Cornell College. The term will begin in the spring of 2022 (upon the selected student's completion of all requirements for graduation) and end after the Spring Board Meeting of 2025. The Young Trustee is not eligible for immediate reappointment to the Board at the conclusion of the three-year term.
2. **Meetings.** The Trustee is expected to attend the three regularly scheduled meetings of the Board each year. Board Meetings begin on Friday morning and continue through Saturday mid-day. For any Trustee who arrives in town on Thursday, the Board holds a Trustee dinner that evening. The main plenary session (business meeting) of each Board Meeting is typically scheduled on the fourth Saturday in October, the first Saturday in February, and the first Saturday in May. The Saturday plenary session usually adjourns by 12:30 p.m. A formal announcement, an agenda, and other information are sent to all Trustees at least two weeks before each meeting. Each Trustee is required to attend at least 50 percent of the regularly scheduled meetings of the Board and the appropriate standing committees during the three-year term.
3. **Preparation and Orientation.** After election by the Board, the Young Trustee will participate in a special orientation session for new Trustees prior to the Fall Board Meeting.
4. **Committee Assignment.** The Trustee will be assigned to one of the four policy committees. These committees are: Academic Affairs Policy Committee, Student Experience Policy Committee, Financial Affairs Policy Committee, and Enrollment Policy Committee.

Academic Affairs Policy Committee: The purpose of this committee is to inform itself and to make policy recommendations to the Board concerning all matters relating to academic goals and curricular programs at the College including degree requirements, quality of instruction, and related matters.

Student Experience Policy Committee: This committee shall inform itself and make policy recommendations to the Board concerning all non-academic matters relating to the student experience.

Financial Affairs Policy Committee: This committee is responsible to the Board for recommending business policy for the effective and efficient operation of the College. This committee deals with annual and capital budget, business records and systems, business planning, legal functions, non-academic personnel, auxiliary enterprises, fundraising, and buildings and grounds.

Enrollment Policy Committee: The purpose of this committee is to assist the Board in the review of the College's policies and procedures for attracting, enrolling, and maintaining enrollment of students. It shall also have responsibility for assisting the Board in reviewing the College's communications with and programs for its off-campus constituencies, including prospective students and their parents.

5. **Expenses.** During the three-year term, expenses incurred by the Trustee from the Class of 2022 for transportation (within the continental United States), food, and lodging associated

with regularly scheduled Board meetings, policy committee meetings, Board retreats, and special sessions will be paid by Cornell College. The Trustee must submit valid receipts and an itemized list of all expenses associated with these meetings to receive reimbursement from the College.

6. **Evaluation.** The Governance Committee is responsible for evaluating the performance and attendance record of all Trustees.