

BOARD OF GOVERNORS

A-24 POLICY Filling Vacancies on the Board of Governors

(1) Filling of Board Vacancies In the event of a vacancy on the Board occurring for any of the reasons specified under Nebraska law, including but not limited to NEB. REV. STAT. § 85-514 as either may be amended from time to time, such vacancy shall be filled by the remaining Board members for the balance of the unexpired term. The person appointed to a vacancy must possess all qualifications required by law for the appointment including without limitation the residency requirements for appointment. Such appointment shall be made in writing and certified to the Office of the Secretary of State.

(2) Timeline for Filling Vacancies As required by Nebraska law, the Board will fill a vacancy within forty-five (45) days after the vacancy occurs unless otherwise provided by law or unless good cause is shown that the forty-five-day requirement imposes an undue burden.

(3) Calendar Whenever a vacancy occurs, the Executive Team shall meet as soon as may be practicable and establish a calendar schedule for the filling of the vacancy. The calendar schedule shall fix:

- (A) The date(s) or approximate date(s) for advertising the vacancy and solicitation of applications to fill the vacancy.
- (B) The date and time by which applications for the vacancy must be submitted to the College's Area Office. Applications not received on or before the date and time so fixed will not be further considered.
- (C) A date, time, and place at which the Board shall meet to select applicant Finalists to be interviewed by the Board for consideration of appointment to fill the vacancy.
- (D) A date, time, and place at which the Board shall meet to interview the selected applicant Finalists and select an applicant Finalist to fill the vacancy.
- (E) The date, time, and place at which the successful applicant shall be sworn

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meeting duly called and noticed as required by law.

- (A) Order of Interviews and Notice to Finalists. Finalists will be individually interviewed by the Board. Prior to the meeting at which interviews are to be conducted, the order in which Finalists are to be interviewed shall be determined by the Executive Team using a random selection process. Each Finalist shall be notified prior to the meeting of the date of the meeting, the place where the meeting will be held, and the approximate time when his or her interview is to commence.
- (B) Preparation of Interview Questions. Prior to such meeting, the Executive Team will prepare a draft list of questions to be asked of Finalists. The Executive Team in its discretion formulate questions which are designed to elicit responses from Finalists with respect to any of the following matters: reasons for applying for the vacancy; aspects of the Board's work that is of greatest interest to the Finalist; understanding of shared governance; the balancing of interests of community members, students, and the College; the proper relationship between state aid, property tax, and tuition with respect to the financing of community college education; how the Finalist will deal with differing perspectives of other Board members during a public meeting; the skills and experience that qualify the Finalist for Board membership; prior experience on other boards; and questions on such other matters as the Executive Team determines may elicit useful information in differentiating among Finalists. The draft list of questions shall be provided to all Board members by the Board Chair. Members will be given an opportunity to suggest modifications and additions (or deletions) to the questions proposed by the Executive Team. In order to comply with the Public Meetings Act, Board members shall send their suggestions to the Board Chair only and shall not discuss their suggestions with other members of the Board. The final list of questions will be determined by the Executive Team after receiving input from other Board members.
- (C) Interview Format.

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Finalists. Board members are discouraged from making negative comments but not prohibited from doing so. All discussion will take place in open session unless it is determined on the basis of legal advice that some portion of the discussion regarding applicant may be held in closed session in order to avoid needless injury to the reputation of that individual and the other statutory requirements for closed session are met. Discussion shall take place in closed session only with respect to such ~~issue~~ only to such extent as are necessary to avoid needless injury to the reputation of ~~individual~~.

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