



UNITED SOUTH AND EASTERN TRIBES, INC.

USET Resolution No. 2004:041

USET INTER-TRIBAL COLLEGE BOARD OF TRUSTEE STRUCTURE AND NOMINATION PROCESS

- WHEREAS,** United South and Eastern Tribes, Incorporated (USET) is an intertribal organization comprised of twenty-four (24) federally-recognized tribes; and
- WHEREAS,** the actions taken by the Board of Directors officially represents the intentions of each member tribe, as the Board of Directors comprises delegates from the member tribes' leadership; and
- WHEREAS,** the USET Board of Directors approved the formation of the USET Inter-Tribal College Workgroup to focus on the development of an Inter-Tribal college east of the Mississippi River; and
- WHEREAS,** the USET Board of Directors passed Resolution No. 2004:008 instructing the USET Inter-Tribal College Workgroup to move forward with the next steps in the establishment of a USET college east of the Mississippi River and gaining Congressional support; and
- WHEREAS,** the USET Inter-Tribal College Workgroup has been working diligently on the first step in the establishment of an Inter-Tribal College: establishing an appropriate Board of Trustee structure and defining the nomination process for selection of members to serve on the Trustee Board; and
- WHEREAS,** a Board of Trustees for the USET Inter-Tribal college is needed to help with building the critical infrastructure of a successful tribal college including, but not limited to, funding, administrative decisions, and curriculum; and
- WHEREAS,** the USET Inter-Tribal College Workgroup has developed a nomination process and specified qualifications for the selection of members to the Board of Trustees based on expertise, cultural knowledge, and qualifications needed to establish and maintain a successful Inter-Tribal College; and
- WHEREAS,** the USET Inter-Tribal College Workgroup has presented the proposed Board of Trustee structure and nomination process to the USET Education Committee for review and approval; therefore, be it
- RESOLVED** that the USET Board of Directors has reviewed the attached structure for a USET Inter-Tribal College Board of Trustees and hereby approves the structure and encourages the Inter-Tribal College workgroup to move forward with the nomination process to select the Board of Trustees members.

CERTIFICATION

This resolution was duly passed at the USET Impact Week Meeting, at which a quorum was present, in Arlington, VA, on Thursday, February 5, 2004.

Keller George, President
United South and Eastern Tribes, Inc.

Beverly M. Wright, Secretary
United South and Eastern Tribes, Inc.

“Because there is strength in Unity”

USET Inter-Tribal College Board of Trustees Structure and Nomination Process-2004

- There is appointed by the USET Board of Directors, through an established nomination process stated below, a Board of Trustees for the USET Inter-Tribal College.
- An interim Board of Trustees will serve in this capacity until such time as a permanent Inter-Tribal College Board of Trustees can be established and all preliminary planning work has been completed. This interim Board of Trustees will be selected in the same manner and be held to the same criteria as the permanent Board of Trustees.
- A Board of Trustees will consist of ten voting members each with an established professional/consultative expertise to benefit the college. The established positions on the Board of Trustees will be as follows: one higher education professional, one legal expert, one financial expert, one health/health administration expert, one natural resources/environmental management expert, one business/government expert, one cultural expert, two At-Large members, and one student member.
- The Board of Trustees members should have experience working with USET Tribes and Tribal issues. A majority of the members should be enrolled Tribal members. If this is not possible, other factors may be taken into consideration, such as those listed in the qualifications section of this document.
- The Board of Trustees members' terms of office shall be staggered. Seven Trustees shall serve a normal term of four years. Two Trustees (the two At-Large members) shall serve a term of two years. One Trustee (the student in good standing) shall serve one year.
- The Board of Trustees shall maintain a sense of cultural sensitivity towards all of the USET member Tribes while holding this position. As a policy-making body, the Board of Trustees shall be charged with the oversight and control of the USET Inter-Tribal College. The formulation and adoption of written policies (ie: school charter) shall constitute the basic method and the pursuit of accreditation in which the Board of Trustees exercises its leadership and operation of the college. These written policies should incorporate the original intentions and vision of the USET member Tribes
- Without limiting the powers of the Board of Trustees, they are subject to lawful rules and regulations. The Board of Trustees general responsibilities are as follows:
 - Appoint or release the President of the college. The release of a President must be done by the showing of just cause.
 - Adopt a statement of philosophy, mission, and goals, which identifies the basic educational and cultural responsibilities of the college.
 - Establish general policies for the governance of the college and hold the President accountable for administering those policies.
 - Consider and take appropriate action on recommendations made by the President of the college concerning policies related to the welfare of the college; such as, admission and retention of students, student conduct/ faculty conduct, academic standards, academic calendar, curricular offerings, governance, tuition and fees, financial management, salary schedules and general personnel policies, due process, and confidentiality of records.
 - The Board of Trustees has the ability to utilize contractors, such as attorneys and/or auditors, in order to conduct the business of the college.
 - The Board of Trustees shall adopt an annual budget to finance the operations of the college in accordance to lawful application of standards. In relation to the budget formulation and well-being of the college, the Board of Trustees should take an active role in fund-raising efforts of the school.
 - The Board of Trustees shall review and approve all contracts and approve all expenses on said contracts

- The Board of Trustees shall review information such as cost analysis reports, site locations, accessibility of offerings to students, and appraise the efficiency of operations; the Board of Trustees shall also provide an annual fiscal and status report to the USET Board of Directors for public information purposes.
 - In order to maintain a high standard of excellence, the Board of Trustees shall periodically evaluate educational programs and continually pursue higher education accreditation and credentials from higher education certificate authorities.
 - The Board of Trustees shall perform other duties as prescribed by law and policies of the college.
- Nomination Process for the USET Inter-Tribal College Board of Trustees
 - A call for nomination of qualified individuals to fill professional and technical positions based on specific qualifications, as stated below, will be sent out to the public by the USET organization.
 - All nominations will be thoughtfully considered for their experience and merit based on qualifications accepted by the nomination committee. The nomination committee will be comprised of official members from the USET Education Committee and various professionals who are experts in their fields on a volunteer basis and approved by the USET Board of Directors.
 - Once the nomination committee has narrowed the nominees to a pool of qualified individuals, they will present the individuals' names and information to the USET Board of Directors for confirmation.
 - The nomination process will be followed on a staggered basis, according to when a Trustee's term in office expires, based on the established term of office. The only member of the Board of Trustees not selected by this process shall be the student member. The student member will be chosen by the Board of Trustees' members for an annual term, based on academic performance and merit.
 - Qualifications for Confirmation of a Board of Trustee member:
 - Each member will demonstrate a high degree of ethical standards and community service.
 - All members (except for the student member and the two At-Large members) should have a higher education degree from an accredited college or university.
 - The two At-Large members must have at least a high school diploma or GED and at least five years experience/working knowledge of the challenges faced by Tribes east of the Mississippi River. The two At-Large members of the Board of Trustees must be enrolled members of a USET member Tribe.
 - The one Student member will be nominated by the other members of the Board of Trustees based on academic performance, ethics, and demonstration of ability to perform in this capacity. The Student member must be an enrolled member of a federally-recognized Tribe.
 - Each member shall have a general working knowledge of post-secondary education and issues faced by Tribes east of the Mississippi River.

- Specific expertise will be needed to make a successful Board of Trustees and a successful Inter-Tribal College. The following positions are key and should be filled by qualified individuals and confirmed by the USET Board of Directors: One Higher Education Expert, One Legal Expert, One Financial Expert, One Health/Health Administration Expert, One Natural Resources/ Environmental Management Expert, One Business/Governmental Expert, One Cultural Expert, Two At-Large Members, and One Student Member. Preference for all positions shall be given to American Indian/Alaskan Natives.