

## **Protocol for Pre-Approval of Concordia University Regents**

Upon receipt of the names of potential candidates for election or appointment to the Board of Regents of any Concordia University, the Concordia University System shall vet the candidates based on the following criteria and return the results in a timely manner (usually within ten business days except where interrupted by religious holidays or extenuating circumstances, in which case the CUS President will inform the petitioning Board of the delay).

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### **Pre-Approval Procedure:**

The Lutheran Church – Missouri Synod’s Bylaw 3.10.6.2.1 – “Persons elected or appointed to a board of regents” states that candidates for the Board of Regents for any Concordia University

#### **should**

- be knowledgeable regarding the institution and the region in which the institution is located

#### **and shall**

- demonstrate familiarity and support for the doctrinal positions of the Synod
- **and possess two or more of the following** qualifications or background experiences:
  - theological acumen,
  - an advanced academic degree,
  - higher education administration,
  - administration of complex organizations,
  - finance,
  - law,
  - investments,
  - technology,
  - human resources,
  - facilities management,
  - fund development,
  - or a specific instructional or operational domain designated by the college or university (e.g., “health care” or “marketing”).

#### **THE UNIVERSITY CAMPUSES OF THE LUTHERAN CHURCH—MISSOURI SYNOD**

Ann Arbor, Michigan • Denver, Colorado • **Irvine, California** • **Mequon, Wisconsin** • Portland, Oregon •  
Rancho Cucamonga, California • **River Forest, Illinois** • **St. Paul, Minnesota** • **Seward, Nebraska**

Demonstrated familiarity with and willingness to advocate for and financially support the institution are **desired qualities** in the candidate.

**Further procedures:**

- (a) Qualification of all nominees for appointment or election as regents, according to the standard indicated above, shall be reviewed and verified by the Concordia University System, which duty may be delegated to a committee composed of its members or others.
- (b) Concordia University System shall also ensure that it is prepared to review and verify qualifications of floor nominees at each district and Synod convention, as well as those of regents appointed by a board or in the case of a vacancy, in a timely manner.
- (c) Assessment of qualification for service shall be performed on the basis of information submitted by nominees on a regular instrument maintained by the Secretary of the Synod for this purpose.
- (d) The Concordia University System and Synod Board of Directors shall provide for training of all regents concerning their responsibility to advance the Synod's confession and mission objectives and their responsibilities under the Synod Constitution, Bylaws, and resolutions. The training shall consist of an initial training as described in 3.10.6.2.2 and ongoing training.
- (e) Approximately 18 months prior to each convention of the Synod, Concordia University System shall consult with the President and Secretary of the Synod and the chairs of the boards of regents of Synod colleges and universities regarding its application of the qualification standards, and upon this consultation review and revise its related policies and procedures.
- (f) Concordia University System shall, after input from the Institution Advisory Council develop and maintain in its public policies a rubric for consistent evaluation of qualification for regent service.

In the case that a vacancy on a Board of Regents occurs during a regular term, the following procedure shall be followed:

- 3.10.6.2.3 Vacancies that occur on a board of regents shall be filled in the following manner:
- (a) If the vacancy occurs in a position that was previously filled by the board of regents, the board of regents shall be the appointing body.
  - (b) If the vacancy occurs in a position that was previously filled at a district convention, the district board of directors shall be the appointing body.
  - (c) If the vacancy occurs in a position that had been filled by a national convention of the Synod, the Board of Directors of Concordia University System shall be the appointing body and shall follow the nomination procedure provided for filling vacancies in elected positions on boards and commissions of the Synod as outlined in Bylaw 3.2.5.

## **Post-Election or Appointment Procedure**

After vetting is completed, all pre-approved candidates shall be given a copy of the *Summary of the Demands and Expectations of Service as a College or University Regent* (see attached) by the institution. The training requirement cited below from the bylaws of The Lutheran Church – Missouri Synod shall be highlighted. Election or appointment will not be complete until training is complete.

3.10.6.2.2 Persons elected or appointed to a board of regents shall undergo training for such service.

(a) The Concordia University System and Synod Board of Directors shall provide for training of elected and appointed regents concerning their responsibilities under the Synod Constitution, Bylaws, and resolutions, to advance the Synod's confession and mission objectives and to advance their respective institutions in service of the church through the Concordia University System visitation program.

(b) The chair of each board of regents shall, subject to guidelines prepared by the Concordia University System Institution Advisory Council after input from Concordia University System, provide training of elected and appointed regents in the task of governance and in their business and legal duties as regents.

(c) The training under (a) and (b) above shall be provided within one year after each Synod convention and at least annually between Synod conventions.

(d) Failure to complete the initial training within the first year after the first Synod convention after a regent is elected or appointed renders the regent ineligible to continue in office. Upon such failure, the respective board of regents shall declare the position vacant.

(e) Training programs, initial and continuing, may allow for electronic or remote participation.

(f) Concordia University System, in collaboration with its Institution Advisory Council and the Synod Board of Directors, shall prepare and make available a summary of the demands and expectations of service as a college or university regent, including their responsibilities under the Synod Constitution, Bylaws, and resolutions. This summary shall be reviewed and confirmed by nominees as a condition to being eligible to serve if elected or appointed.

(g) The cost of the development of the regent training by CUS and Synod Board of Directors shall be funded by the CUS; the cost of regent participation in the training shall be funded per capita by the institutions.