

**Oregon Diversity Institute**  
*Board of Directors*

***BOARD RECRUITMENT PROCESS***

1. Board vacancies and/or structure are identified at each July Board Meeting and application packets will be mailed to Community Colleges and Universities throughout the state for potential applicants.
  - a. With available resources, the Board will advertise and promote the vacancies on the web-page that advertises the Fall ODI, have the applications submissions deadline fall on the last business day in September, as a Board review & make membership decisions by the last business day in October, announce the new Board members @ the November ODI, and have their service begin on 07/01.)
2. Review of candidates will begin within two months. Those candidates considered for Board appointment will be invited to the May Board Meeting for interview with full ODI Board.
3. New board members will be selected by consensus no later than June 1.
5. New board members will begin service July 1.
6. A board member service agreement (attached below) must be signed, dated, and returned to the ODI Board Chair by the July Board meeting.
7. Training and in-service of new board members will begin immediately. All new board members should plan to attend the annual summer retreat.
8. Length of Board appointment shall be for three years.
9. Board members cannot serve more than two consecutive terms without vote of confidence by current board.

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***BOARD MEMBER AGREEMENT***

I, \_\_\_\_\_ believe in the purpose and mission of the *Oregon Diversity Institute (ODI)* and will act responsibly and prudently as its steward. As a member of the Board of Directors, I will help ensure that the ODI pursues its goals and objectives. Board member responsibilities include:

1. Attending not less than 75% of board meetings, committee meetings and special events.
2. Acting in the best interest of the ODI, timely completing all agreed upon assignments and recusing myself from discussions and votes where I have a conflict of interest.
3. Helping represent the ODI to interested groups.

Signed:

\_\_\_\_\_ Date: \_\_\_\_\_  
Member, Board of Directors

\_\_\_\_\_ Date: \_\_\_\_\_  
Chair, Board of Directors

Start of Term: \_\_\_\_\_

Length of Term: \_\_\_\_\_

Have the Board Chair sign & *date* two copies of this Agreement, ask new board members to *sign & date* them, return one copy to the Board Chair, and keep the other for reference.