

BOARD MEMBERS
ORIENTATION AND TRAINING

BBD
(LOCAL)

Orientation

The Board and the College President shall provide an orientation for new Board members within the calendar year of their election to assist them in understanding the Board's function, policies, and procedures. Assistance given in the orientation of new Board members may include the following, as appropriate or available:

1. Selected materials on the responsibilities of being a contributing member of the Board.
2. Material pertinent to meetings and an explanation of its use.
3. Invitations to meet with the College President and other administrative personnel designated by the College President to discuss services the administration performs for the Board.
4. Access to a copy of the Board's policies and administrative regulations and other documents and information currently in use by other Board members.
5. Information regarding appropriate meetings and workshops.
6. A formal orientation on legal and budgetary oversight responsibilities of the Board.
7. Other information and activities as the Board or the College President deems useful in fulfilling the role of Board member.

Annual Training Plan

The College President shall work with the Board to develop and implement an annual plan to address the training needs of Board members.

Each Board member shall complete a Texas Open Meetings Act training as specified by Government Code Section 551.005 no later than the 90th day after the member takes the oath of office and annually thereafter.

Each Board member shall complete the following trainings offered by the Association of Governing Boards

1. AGB Public Institutions: Board Member Orientation (4 modules)
2. Governance in Higher Education (4 lessons)
3. Fiduciary Duties of Governing Board members (2 lessons)
4. Responsibility of Governing Boards (5 lessons)
5. Board Dynamics (5 lessons)

BOARD MEMBERS
ORIENTATION AND TRAINING

BBD
(LOCAL)

**Cybersecurity
Training**

The College President or designee shall determine, from the list of cybersecurity training programs certified by the Department of Information Resources (DIR) and published to DIR's website, the cybersecurity training program to be used in the College District. The College President may remove access to the College District's computer systems and databases for noncompliance with training requirements as appropriate.

The College President shall periodically require an internal review of the College District to ensure compliance with the cybersecurity training requirements.

**Public Information
Act Training**

After Election or
Appointment

The College President or designee shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the Public Information Act (PIA) training specified by Government Code 552.012 to be completed no later than the 90th day after the member takes the oath of office.

Each Board member shall complete the PIA training as specified by Government Code Section 552.012 no later than the 90th day after the member takes the oath of office and annually thereafter.

After a Violation

A Board member who receives written notice from the attorney general that the member must complete the PIA training described by Section 552.012 following the College District's failure to comply with a PIA requirement shall complete the training within the timelines described in law.