

# REGENT CANDIDATE ADVISORY COUNCIL

## GUIDELINES FOR MEMBER CONDUCT

**Members of the Regent Candidate Advisory Council ("Council") must operate at the same level of integrity and ethical standards sought in candidates for the Board of Regents. The guidelines outline typical issues a Council member may encounter. However, not all situations can be addressed within a written document so it is expected that all Council members will act at the highest ethical standards at all times. If a Council member ever has questions about whether their actions fall within acceptable guidelines, they should refrain from such action and seek input from the chair and vice chair(s) of the Council.**

### GUIDELINES

1. Members of the Council should be aware of the mission of the University of Minnesota ("University"), the role of the University within the State, and societal changes which may impact the mission of the University.
2. Members of the Council should be knowledgeable about the role of the Board of Regents ("Board") and understand the distinction between the roles of governance and administration that exist between the Board and the President of the University.
3. Members of the Council should be committed to seeking the best qualified person for a position on the Board. They should not allow social, business, political affiliation or other relationships to influence their recruitment and review of candidates.
4. While members of the Council are chosen to be broadly representative of the congressional districts of the State, they should carefully avoid serving, or appearing to serve, regional or private interests. In no circumstances should a member derive economic benefit from service on the Council.
5. Members of the Council should devote serious attention to the qualifications of candidates, debate these qualifications in a fair and objective manner, and subsequently support the selection of candidates once recommended by the Council.
6. Members of the Council should respect the role of the chairperson as the only official spokesperson. If any member discusses the activities of the Council or its recommendations with others, the member must clearly identify their comments as being personal opinions only and not an official statement of the Council.
7. Members of the Council have access to confidential and private information of candidates. Members are expected to maintain the confidentiality of all information (unless appropriately disclosed through the interview process) and to handle all information in accordance with current federal and state privacy regulations, as applicable. Unless the chairperson provides notification to the contrary, a member may not distribute any information and/or materials received through the candidate application process to individuals who are not RCAC members or directly involved with the RCAC processes. This limitation applies to both physical / electronic distribution of materials and verbal discussion of candidates and their information. Requests for access to records of the Council received from a member of the public should be forwarded to the chair or Council staff.

8. The work of the Council is considered complete upon submission of its recommendations to the Joint Higher Education Committee. Members should not engage in activities that affect the election of regents after the Council has submitted its recommendations to the Joint Higher Education Committee (i.e. lobbying the legislature or trying to influence public opinion). Only the chairperson or the chairperson's designee(s) should be in contact with legislators or testify at legislative hearings regarding the Council's recommendations. However, council members are encouraged to support the work of the Council's candidate orientation session, organized by the Orientation Committee of the RCAC, which may be held after the submission of the Council's recommendations.
9. To safeguard the integrity of the Council, members should avoid exploiting their Council membership to influence individual regents or the Board as a whole.
10. A member of the Council should not be a candidate for the Board of Regents.
11. The conduct of the members of the Council should promote public confidence in the regent candidate selection process as a non-partisan, good-faith effort to secure the best-qualified candidates for the Board.

Original - 1996; revised 2016.