

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. These 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 has questions about whether their actions fall within acceptable guidelines, they should refrain from such action and seek input from the Chair and/or Executive Committee 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 of Minnesota, they should carefully avoid serving 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 Chair 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 Chair 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.

8. Members of the Council understand that all actions they undertake on behalf of the Council must be within the scope of the authority granted under the statutes governing the RCAC (“Authorized Actions”). Governing statutes include Minn. Stat. §15.059 and §137.0245. As a general rule, actions taken at the direction of the Chair or Executive Committee will be Authorized Actions. Due to the fact that members of the RCAC are appointed by the Legislature, legal claims related to an Authorized Action that are brought against the RCAC or a specific RCAC member may be eligible for legal assistance and indemnification under Minn. Stat. §3.736 (i.e., the Minnesota State Tort Claims Act). Actions taken by an RCAC member that are not Authorized Actions are the actions of a private citizen and not eligible for the legal protections described in this section.
9. The work of the Council is considered complete upon submission of its recommendations to the Joint Higher Education Committee (“Completion of Work”). Members, both legislative members and non-legislative members, must refrain from any form of advocacy for a particular candidate in their capacity as an RCAC member after the Completion of Work. Only the Chair or the Chair’s designee(s) should be in contact with legislators or testify at legislative hearings regarding the Council’s recommendations. Notwithstanding the preceding, members of the Council may act as a private citizen after the Completion of Work as long as any expression of views on candidates is identified as their personal opinion without connection to their role as a member of the RCAC. Participation by members in the work of the RCAC’s Orientation Committee after the Completion of Work is not considered a form of advocacy.
10. To safeguard the integrity of the Council, members should avoid exploiting their Council membership to influence individual regents or the Board as a whole in a manner which appear to be in conflict with the efforts of the Council to independently select and recommend regent candidates to the Legislature.
11. A member of the Council should not be a candidate for the Board of Regents.
12. 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.