

New Board of Directors Recruitment and Selection Process

The process of identifying, evaluating, and recommending candidates for service on the Valencia College Foundation (VCF) Board of Directors includes three phases: nomination, review and vetting, and recommendation and final approval.



Nomination

Each year, the foundation staff will review the current Board of Directors to determine anticipated vacancies or term completions, assess composition, community connections, and professional expertise, identify alignment with the Foundation's mission and Valencia College's priorities, and highlight areas where additional representation may strengthen the board.

These findings will be shared with the Executive Committee for review and refinement, then presented to the Board of Directors.

Existing Directors will be asked to consider individuals within their personal and professional networks who can contribute to the mission, vision, and values of Valencia College and who possess the experience, perspective, and commitment necessary to fulfill the roles and responsibilities of a VCF Board Director.

On an annual basis, the foundation staff will initiate a call for nominations, via a submission of a form. Nominations may be submitted by:

- Current and past foundation board members
- The Valencia College President and Executive Leadership team
- The Executive Director of the Foundation

Self-nominations are also accepted.

Review and Vetting

The Executive Director, in consultation with the Board Chair, Governance Lead, and College President, will evaluate each nominee's potential contribution to the Board based on



expressed needs and alignment with institutional and Foundation priorities. Together, they will develop a vetted list of candidates for initial conversations, which will be shared with the Executive Committee.

The Executive Director or President and Governance Lead (or designee) will meet individually with vetted candidates to:

- Discuss the mission and priorities of Valencia College and the Foundation.
- Review board member roles and expectations.
- Assess the candidate's interest, commitment, and alignment

Individuals who express interest in joining the Board will complete a brief Interest Form capturing pertinent information, describing the expectations of Board service, and affirming their understanding of the legal and fiduciary responsibilities of directors. Candidates will also be asked to submit a resume and any supporting documentation relevant for consideration.

Recommendation and Final Approval

Following these meetings, the Executive Director, College President, Governance Lead, and Board Chair will discuss insights from each candidate conversation and develop an endorsed slate of recommended nominees.

The Executive Committee will review all materials and recommendations and vote to advance a final slate for consideration by the Board of Directors. New members will be elected by majority vote in accordance with the Valencia College Foundation Bylaws.