

Frequently Asked Questions

Leadership Training for Public University Board Members

Public Act 99-695

What is required?

A minimum of 4 hours of professional development leadership training covering topics that shall include, but are not limited to,

- public university and labor law;
- contract law;
- ethics;
- sexual violence on campus;
- financial oversight and accountability;
- audits; and
- fiduciary responsibilities of a member of a governing board.

The training may be provided by the Board of Higher Education (BHE) or by other qualified providers approved by the Board.

Who is required to attend training?

Every voting member of the governing board of a public university appointed for a term beginning after January 1, 2016. Members appointed prior to the date are encouraged but are not required to attend professional development leadership training.

Does the training requirement apply to student members?

Students who are voting members and are appointed after January 1, 2016 must attend training. There is no statutory exemption for a voting student member whose term is less than two years.

How often is the 4 hours of training required?

Voting members must complete the required 4 hours of professional leadership training within 2 years after beginning service and within every 2 years of service thereafter. The chair of each governing board must certify to the Illinois Board of Higher Education (IBHE) the number of hours of training that each voting member received during the preceding fiscal year.

Examples of Upcoming Certification and Training Deadlines

University Board Member Appointed On	Board Member's Deadline to Attend 4 Hours of Training	Chair's Certification of Training Attended By Member During the Prior Fiscal Year is Due By
January 2, 2016	January 1, 2018	July 31, 2017
June 30, 2016	June 29, 2018	July 31, 2017
July 1, 2016	July 14, 2018	July 31, 2018
December 15, 2016	December 14, 2018	July 31, 2018
January 1, 2017	December 31, 2018	July 31, 2018

Where can a member obtain the training?

Public university board members may attend training provided by the IBHE or by other qualified providers approved by the IBHE. Newly appointed board members must attend 4 hours of training on the following topics within each 2-year period:

- public university and labor law;
- contract law;
- ethics;
- sexual violence on campus;
- financial oversight and accountability;
- audits; and
- fiduciary responsibilities of a member of a governing board.

The first training opportunity provided by IBHE is the Public Universities Trustees Conference on October 27, 2016 in Chicago. The relevant topics will include fiduciary responsibilities of Boards, top strategic issues for Boards, the Board's role in advancing the college completion agenda, and the advocacy role of Boards.

Public university board secretaries shall submit information regarding other trainings attended by board members to the IBHE Board Secretary for IBHE approval of the trainer. Submit the name and qualifications of the trainer, the topic(s), and the length of the training. Submissions should be made prior to the annual certification of training by the board chairperson to ensure the training will meet the requirements.

Qualified training providers may include, but are not limited to, the Association of Governing Boards (AGB); the American Council of Trustees and Alumni (ACTA); the Office of Executive Inspector General (OEIG) for annual ethics training for appointees to State of Illinois boards; public university chief fiscal officers who provide training about campus finances and audits; and governing board attorneys who provide training about public university and labor law, contract law, and ethics. Again, be sure to obtain IBHE approval of other trainers.

Are there other requirements?

A public university shall maintain on its Internet website the names of all voting members of the governing board who have successfully completed the training.

What are the consequences if a board member does not complete the requisite training?

IBHE is required to send notice to the Governor and leaders of the General Assembly and the governing board is to suspend the board member from continued service. At which point, the board member has 45 days to complete all training deemed incomplete. *Failure of the board member to complete the necessary training within this probationary period constitutes a resignation from and creates a vacancy in the governing board, to be filled as provided by law.*