

Workshop for Board Professionals
Omni Orlando Champions Gate
March 19-21, 2010

AGENDA

Friday, March 19

10 am to 6 pm
**International
Ballroom Foyer**

AGB Conference Registration

You may pick up your materials for the National Conference on Trusteeship and Workshop for Board Professionals

12:00 – 1:30 pm
Olympic Foyer

Information Desk

Stop by to receive more information and ask questions about the workshop.

12:30 – 4:30 pm

Golf at ChampionsGate

AGB will provide registrants with information needed to reserve a tee time in advance for themselves or guests.

1:15 – 4:45 pm

Tour of Florida Southern College



Depart from hotel lobby entrance at 1:15, enjoy a special tour of this Frank Lloyd Wright campus (the largest one-site collection of Wright buildings in the world), and return to the hotel at 4:45. Bus transportation included.

2:00 – 4:00 pm
Colonial A



Online Board Portals! Board Management Goes High Tech

Laura Eastwood, Associate University Secretary, Duke University (BoardVantage)

Jane Epstein, Assistant Secretary of the College, Bryn Mawr College (Directors Desk)

Shari Mikos, Chicago School of Professional Psychology, (Diligent Boardbooks)

Merrill Schwartz, Director of Research, AGB (moderator)

This optional, two-hour session will introduce you to the advantages of vendor-delivered "turn-key" board management systems. Board professionals will discuss challenges, tips, pros and cons and demonstrate features of three leading products: online board books, calendaring, online voting, workflow tools, contact information, resource library, secure web-hosting, and online meetings. They will also share tips on evaluating vendors.

5:00 - 6:00 pm
Colonial A

Welcome & Orientation for First-Time Participants

This is a great opportunity for "first timers" to meet, receive a preview of the workshop, and meet members of the Program Committee and AGB staff.

6:00 - 7:00 pm
ChampionsGate

Opening Reception

All participants and guests are encouraged to attend to hear more about the workshop, sign up for dinner groups, and mingle with friends old and new.

7:15 pm

Evening in Orlando

Join colleagues for dinner at one of the great restaurants at Downtown Disney or the Omni hotel; reservations will be made for groups of 6 to 8. (Participants are responsible for the cost of their own dinner and transportation.)

Saturday, March 20

7:30 - 8:30 am
International Ballroom Foyer

AGB Conference Registration

The registration desk will be open from 7 am until 6 pm.

7:30 - 8:30 am
International 1

Continental Breakfast

8:30 - 9:00 am
International 1

Welcome

Meredith Harper Bonham, Program Committee Chair and Chief of Staff and Secretary to the Board of Trustees, Hamilton College

Ann Cieslak, Chair, Board Professionals Leadership Group and Executive Director & Corporate Secretary, University of Minnesota Board of Regents

Hon. Cynthia A. Baldwin, Board Chair, Association of Governing Boards of Universities and Colleges; Trustee Emerita, Duquesne University; and Vice President and General Counsel, The Pennsylvania State University

9:00 – 10:30 am
International 1

Opening Plenary Session: Higher Education and the Public Trust

James Ammons, President, Florida A&M University

Hon. Jim Geringer, Trustee, Western Governors University and former Governor of Wyoming

Eleanor Horne, Trustee, The College of New Jersey and former Vice President, ETS Social Investment Fund

Joyce Roché, Trustee, Dillard University and CEO, Girls Inc.

Richard D. Legon, Moderator, President, Association of Governing Boards of Universities and Colleges and Trustee, Virginia State University

Join this panel of presidents and trustees, moderated by Richard D. Legon, President, AGB and explore the uneasy relationship between higher education and the public it serves, and the role trustees might play in turning that around. Panelists will analyze the reasons for the apparent decline in public trust in higher education, assess the implications, share lessons learned, and propose strategies to leverage trustees' influence to bring about needed change and recapture the support and engagement of the public.

10:30 – 10:45 am **Break**

10:45 - 11:45 am **Concurrent Sessions I (60 minutes)**
Colonial A&B Choose one of four sessions led by one of our
Congressional A&B distinguished plenary panelists:

1. Accountability and the Public Trust – Colonial A

James Ammons, President, Florida A&M University

2. Advocacy and the Public Trust - Colonial B

Hon. Jim Geringer, Trustee, Western Governors University and former Governor of Wyoming

3. Quality and the Public Trust – Congressional A

Eleanor Horne, Trustee, The College of New Jersey and former Vice President, ETS Social Investment Fund

4. Ethics, Conflict of Interest, and the Public Trust –Congressional B

Joyce Roché, Trustee, Dillard University and CEO, Girls Inc.

12:00 – 1:15 pm **Networking Luncheon**
Ballroom Commons Enjoy lunch outside with colleagues and take
advantage of the Florida sunshine.

1:30 – 2:30 pm **Concurrent Sessions II (60 minutes)**
Colonial A&B Choose one of four sessions:
Congressional A&B

1.  Technology Track: Board Technology in the Age of Social Media - Colonial A

Kimberly Spear, Chief of Staff & Assistant Corporate Secretary to the Board of Trustees, University of West Florida

Matt Golden, Executive Director of Communications and Public Relations, The College of New Jersey

As the Internet comes of age, social media has changed the way organizations—including colleges and universities—do business. This session will explore how higher education institutions and systems are using new media in governance in surprising new ways.

2. Presidential Contracts & Compensation – Colonial B

Thomas K. Hyatt, Partner, Sonnenschein Nath & Rosenthal LLP

When the search is drawing to a close, crucial work remains in crafting a written contract that provides a solid foundation for the institution's relationship with the president. Learn what boards should know and do in negotiating and drafting the initial contract and determining annual compensation and benefits in subsequent years.

3. Maintaining Momentum: Governance in Tough Times – Congressional A

Philip Hanlon, Vice Provost for Academic and Budgetary Affairs, University of Michigan

Richard Riddell, Vice President and University Secretary, Duke University

Rick Staisloff, Vice President for Finance and Administration, College of Notre Dame of Maryland

The current economic downturn has had a major impact on colleges and universities nationally and abroad. Come learn best practices and tips for helping your board govern your institution to greater strength and standing, even in these times of economic stress.

4. Congratulations, You're A Newly-Named Board Professional! Now What? – Congressional B

Paula Ammerman, Director, Board of Trustees Office, The Pennsylvania State University

Louis Charpentier, Secretary of the Governing Council, University of Toronto

One of the most common and recurring responsibilities of board professionals is to design and deliver orientation programs for trustees/regents. How does one go about orienting oneself? This session is designed for board professionals who are new to their positions and will include information on the "toolkit" that board professionals should have at the ready.

2:30 – 2:45 pm

Break

2:45 – 3:45 pm

Colonial A&B

Congressional A&B

Concurrent Sessions III (60 minutes)

Choose one of four sessions:

1.  **Technology Track: Board Websites, Get Spinning! – Colonial A**

Heather Fehn, Executive Assistant to the President and Secretary to the Board of Trustees, The College of New Jersey

Paul Tringale, Secretary of the Corporation, Tufts University

Considering a board Website? Learn best practices and discuss what to include in a password-protected, trustee-only site; what to feature on the public pages of a college or university Website; and how to get trustees engaged in the online world. Hear from board professionals from private and public institutions about their experiences, challenges, opportunities, and successes in the development of board Websites.

2. **How to Develop High-Achieving Boards – Colonial B**

Terry MacTaggart, Senior Fellow, Association of Governing Boards of Universities and Colleges and former chancellor, University of Maine System

What makes the difference between pretty good boards and the truly high performing? Based on findings from an AGB study of exceptionally effective boards, Terry MacTaggart will identify the critical differences. He will also discuss how chief executives and board leaders, aided by their board professionals, can move boards to higher levels of performance.

3. **Changing Trustee Demographics: Implications for the Boardroom - Congressional A**

Richard Dent, Trustee, Florida A&M University

Rosalind Fuse-Hall, Chief of Staff, Florida A&M University

Maureen Ramirez, Regent, University of Minnesota

Like society itself, higher education boards increasingly are composed of members from multiple generations, who may come to trusteeship with differing perspectives, expectations and preferences. Learn how colleagues have successfully navigated this sea change and join a discussion about how we, as board professionals, can help our boards and institutions prepare for and effectively engage the new generation of board members and leaders.

4. Building a Board that Sticks Together – Congressional B

Doug Orr, President Emeritus, Warren Wilson College and Trustee, Berea College and University of North Carolina, Ashville

This session will explore the value of cohesion to college and university governing boards, highlight the board professional's unique role in building cohesion, and focus on successful approaches.

4:00 - 5:00 pm
International I

Award Presentation and Reception

Ann Cieslak, Chair, Board Professionals Leadership Group will recognize a board professional for outstanding service. Enjoy an informal reception to follow.

6:00 – 7:00 pm

Evening on Your Own in Orlando

Continue networking with colleagues over dinner.

Sunday, March 21

6:00 – 7:00 am
Meet in lobby

Walking Group

Put on your walking shoes and get your blood flowing before starting our final day. **Chris Melanson**, Unity College and **Jeannie Phillips**, University of Alaska System will lead the group.

8:00 – 8:45 am
International I

Networking Roundtable & Breakfast Buffet

Enjoy breakfast while chatting with colleagues about a topic of mutual interest. The informal, small group discussions at each of 15 tables will be facilitated by an experienced board professional who will encourage participants to share their insights and advice.

8:45 – 9:45 am
International I

Board Professional on the Hot Seat

Steve Frieder, Assistant to the President, Marquette University
Rosalind Fuse-Hall, Chief of Staff, Florida A&M University

Facilitated by two experienced board professionals, this session provides an opportunity to share some of our most sticky situations. Participate by asking a question in person or anonymously in writing, or just by listening to some of the more astounding circumstances in which board professionals have found themselves.

10:00 – 11:00 am
Augusta A&B
Olympic A&B

Concurrent Sessions IV (60 minutes)
Choose one of four sessions:

1. New Trustee Orientation – Augusta A

Marc Schaeffer, Chief of Staff to the President and the Board, William Paterson University of New Jersey

Kai Swanson, Executive Assistant to the President, Augustana College

Whether you're new to board orientation or you're looking for an alternative to dazing new trustees with an hours-long information blizzard, this session will get you thinking. And isn't that what you want your new trustees to do? Rather than drowning them in data, this new paradigm for board orientation immerses trustees in your institutional culture and charges them up for meaningful service. Learn basic steps and guidelines for creating a meaningful experience.

2. Reshaping the Work of the Board – Augusta 2

David Frantz, Secretary of the Board of Trustees, The Ohio State University

Lynnette Heard, Executive Director of the President's Office, University of Dayton

Learn how boards (public and private) can reorganize and carry out their work purposefully using tools such as composition of membership, statements of expectations, varied meeting formats, board structure, and careful attention to leadership.

3. The Board's Role in Ensuring Educational Quality – Olympic A

Marie C. Johns, Trustee, Howard University and Managing Member of L & L Consulting, LLC

Rick Schell, Vice President and Chief of Staff, University of Central Florida

Academic affairs are by definition the central concern of an educational institution. This session will explore trustee roles and responsibilities with respect to educational programs, personnel policies, resource decisions, and strategies and how you as a board professional can work to enhance this key area of stewardship.

4. Congratulations, You're A Newly-Named Board Professional! Now What? - Olympic B (Repeated Session)

Beth Hilliard, Senior Executive Assistant to the President, Kentucky Community & Technical College System

Brig Timpson, Executive Secretary, Roosevelt University

One of the most common and recurring responsibilities of board professionals is to design and deliver orientation programs for trustees/regents. How does one go about orienting oneself? This session is designed for board professionals who are new to their positions and will include information on the "toolkit" that board professionals should have at the ready.

11:00 – 11:15 am

Break

11:15 am – 12:00 pm
International I

Closing Plenary Session: Dynamic Boards ... A Source of Competitive Advantage

Rick Goings, Chairman and CEO, Tupperware Brands and Trustee, Rollins College

Introduction by **Rita Bornstein**, President Emerita, Rollins College and Member, Board of Directors, Association of Governing Boards of Universities and Colleges

The chairman and CEO of one of *Fortune's* "World's Most Admired Companies" and past chair of the Boys & Girls Clubs of America's Board of Governors describes strategies for balancing board priorities and engaging board members in the key issues driving the growth of the institution. From board recruitment and education to making the most of members' skills, learn more about how to help your board avoid riding "in the coal car and not in the engine."

12:00 – 12:15 pm
International I

Concluding Remarks and Adjournment

Meredith Harper Bonham, Program Committee Chair

Charlene Reed, Program Committee Vice Chair

Please complete and return your workshop evaluation form!

**Plan to attend the
Workshop for Board Professionals,
April 8 to 10, 2011
and the
National Conference on Trusteeship,
April 9 to 12, 2011
at the
Arizona Biltmore Resort & Spa in Phoenix**

Updated 2/18/10