

## **Role of the Biden School Advisory Board**

The Biden School of Public Policy & Administration Advisory Board is comprised of alumni, business leaders, former elected officials, public service practitioners, and champions for public service who are committed to supporting the School and its mission to educate the next generation of innovative public and nonprofit leaders, policy analysts, and researchers. The Board will not include sitting elected public officials. However, the Dean may invite elected public officials to serve on an honorary panel that includes government leaders who support the mission of the School but are not expected to participate in specific duties, other than lending their general endorsement to the Biden School. Members are invited by the Dean and are appointed to a renewable three-year term, with a maximum of three three-year terms. One Board seat will be reserved in perpetuity for a member of the Biden family or a Biden family designee.

### **Major Areas of Board Responsibility**

- Advocate on behalf of the School's programs, faculty, and students.
- Extend and deepen the School's ties to leaders in the public, private, and nonprofit sectors who can provide internship and employment opportunities for students and promote the research interests and public service of faculty members.
- Participate in the fundraising activities of the School by making an annual gift and assisting with the identification of individuals and organizations who might support the School.
- Advise the Dean on furthering the teaching, research, and public service mission of the Biden School.
- Members should promote the increased recognition and stature of the Biden School.

### **Expectations of Board Members**

- Attend two scheduled Board meetings per year. Meeting agendas are designed to encourage Board discussion on issues important to the School. These meetings may include one half-day, off-site Board retreat to allow more in-depth discussion and planning for the next school year.
- Attend School events, as schedules allow, including:
  - Annual Awards Lunch
  - Faculty-centered research presentations
  - Alumni & Friends Receptions
  - Student Research Symposium (annually in the spring)

- Graduation
- Facilitate connections between School faculty/staff and contacts who can provide internship and employment opportunities for students, promote the research interests and public service of faculty, or otherwise provide resources for the School.
- It is the expectations of board members that they should make an annual gift and/or facilitate fund-raising opportunities.
- Participate in an annual meeting or phone call with the Dean or Director of Development about potential fundraising contacts. Through this brainstorming or other means, it is aspired that Board members will introduce an average of 1-2 fundraising contacts per year to the Biden School. The format for this introduction is flexible, and could consist of facilitating a meeting with the Dean, staff, or faculty member, bringing the contact to an event, hosting a small event at your home, etc.

**Chair of the Board and e-officio Members of the Board**

- The Dean will appoint a Chair of the Board for a one-year term, renewable.
- The Chair will convene meetings of the Board and work with the Dean in formulating agendas.
- The Dean serves as an ex-officio member of the Board and will appoint an internal committee of School to work in liaison with the Board.
- The Biden School Director of Development as an ex officio member.

**Additional Engagement Opportunities for Board Members:**

- Serve on Board committees (standing and ad hoc)
- Serve as or help secure guest lecturers and speakers for Biden School classes
- Serve as a mentor to a student
- Assist with recruiting students
- Host or help organize School and/or board/faculty social events
- Emeritus status after serving term