

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH  
BOARD OF TRUSTEES  
POLICY & PROCEDURE**

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Policy #: <b>510</b>	
Effective Date: November 16, 2012	

Subject: <b>NEW MEMBER ORIENTATION</b>	Original Issue Date: February 18, 2005
	Supersedes: August 28, 2009
Committees Consulted: Bylaws Task Force	Reviewed & Approved by: Board of Trustees
Approved by:  President, Board of Trustees (Signature on File)	

**PURPOSE:**

To delineate new member orientation

**POLICY:**

New members to the Board of Trustees are oriented to the Board and to the College.

**PROCEDURE:**

The President or designee will provide the new member with:

- Board Members' Handbook
- Review of Board functions and processes including:
  - Member roles and responsibilities
  - Status of the College including financial issues
  - Future directions, strategic plan
  - Meeting schedules and procedures
- Tour of the College.

The new member:

- Reviews and signs the Board Code of Ethics and Professional Ethical Responsibilities form
- Reads the Board of Trustees' Handbook
- Familiarizes themselves with College issues

**REFERENCES:**

Board of Trustees' Handbook

**REVISION DATES:**

February 18, 2005  
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