## **MINUTES**



## SPECIAL MEETING OF THE GOVERNING BOARD SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

TIM NADER, GOVERNING BOARD PRESIDENT NORMA L. HERNANDEZ, GOVERNING BOARD VICE PRESIDENT NICK AGUILAR, GOVERNING BOARD MEMBER JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER TERRI VALLADOLID, GOVERNING BOARD MEMBER MANUEL R. LOPEZ, JR., STUDENT GOVERNING BOARD MEMBER DENISE WHITTAKER, INTERIM SECRETARY TO GOVERNING BOARD AND INTERIM SUPERINTENDENT/PRESIDENT

Written notice is hereby given in accordance with Government Code Section 54956 that a special meeting of the Governing Board of the Southwestern Community College District will be held as noted below:

DATE:

Wednesday, February 16, 2011

TIME:

6:00 p.m.

LOCATION:

Southwestern College

Learning Resource Center (LRC), L238

Compliance with Americans With Disabilities Act

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 in advance of the meeting for information on such accommodation.

(0.10) 100 000 11						
	ITEM					
Call to Order	1. CALL TO ORDER (Nader)					
	6:13 p.m., LRC L238					
	Attendance at this special meeting (Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive).					
	Present: Nader, Hernandez, Aguilar, Valladolid, Lopez (Student Board Member) Absent: Roesch					
Pledge of Allegiance	2. PLEDGE OF ALLEGIANCE (Nader)					
Oral Communication	3. ORAL COMMUNICATION (Nader)					
	Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.					

An oral presentation to the Board does not constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

Angelina Stuart, Academic Senate President commended everyone.

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	ITEM					
Study Session	4. BOARD STUDY SESSION					
	(Nader)	ader) The Governing Board will conduct a study session, facilitated by Interim Superintendent/ President Whittaker, to address accreditation recommendations related to the Board and ma take action as indicated below.				
		4A.	RECO	MMENDATION #9		
Information			4 <b>A</b> 1.	Review Recommendation #9 (ENCLOSURE)		
				Whittaker gave an overview of Recommendation #9, and the Board had discussion including clarification of what it means for the Board to act as a whole once it reaches a decision. Board members commented that they are working together with respect.		
Information			4A2.	Review of AACJC Standards IV (ENCLOSURE)		
Action (Carried)			4A3.	Board Resolution on Governance (ENCLOSURE) (The Board will consider adoption of a Board resolution.)		
				In response to accreditation recommendations, Whittaker proposed a Board Resolution on Governance, which she read aloud. The Board had discussion and there was consensus to adopt the resolution with revisions.		
				Valladolid motioned to adopt the Board resolution as amended, seconded by Hernandez, unanimously carried, with Student Board Member Lopez absent. The resolution will be included in the follow-up report.		
Information			4A4.	Review Education Code Applicable to Community College Governing Boards (ENCLOSURE)		
				Whittaker distributed the materials to the Board which will be further addressed at the Board Retreat in March: 1) 2011 CCLC Trustees Handbook and 2) the CCLC Board Self-Evaluation Resource Guide.		
Information			4A5.	Review CCLC Board Policies (ENCLOSURE)		
Discussion			4A6.	Discuss Clarification of "Micromanagement" and Role of the Governing Board and Role of the Superintendent/President		
Action			4A7.	Establish Board Training Schedule (The Board will discuss and establish a training/study session schedule.)		
				<ul> <li>Whittaker proposed that the Board reserve the fourth Wednesday of each month for training/study sessions. The Board agreed by consensus and suggested study sessions as listed below.</li> <li>Budget (annual)</li> <li>Role of the Governing Board and Academic Senate</li> <li>Goals/Guiding Principles, Self-Evaluation (annual)</li> <li>Clarification of individuals vs. the "Board as a whole"</li> <li>Student success and achievement with various performance indicators</li> <li>Student access, financial aid, and preparation</li> <li>Strategic Planning/Program Review/Student Learning Outcomes</li> <li>Budget reductions, implication on campus priorities</li> <li>Budget — Three Scenarios, plan for two years out</li> <li>Prop R and facilities update, facilities planning</li> </ul>		

Centers Status

Office of Institutional Effectiveness

	ITEM	nard rece	essed at 7:55 p.m. and reconvened at 8:02 p.m.
	4B.		MMENDATION #10
Information		4B1.	Review Recommendation #10 (ENCLOSURE)
			Whittaker provided an overview of Recommendation #10 and highlighted a section of the Evaluation Report which referred to conflict of interest. After discussion, the Board determined that a statement would be added to the beginning of Board agendas as a reminder to Board members to state any conflicts of interest.
Information		4B2.	Review of AACJC Standards IV.B2.g (ENCLOSURE)
Information		4B3.	Review Self Evaluation Policy No. 2745 (ENCLOSURE)
Information		4B4.	Review Campus Climate Survey Results (ENCLOSURE)
			The Campus Climate Survey results related to the Board were highlighted. A follow-up campus climate survey and a student campus climate survey are being conducted. Board members expressed a desire to consider the survey results during its self evaluation. Staff and students will look at survey timelines and try to have the results available for the Board to consider during its self evaluation.
Information		4B5.	Review Governing Board Self-Evaluation Instrument (ENCLOSURE)
Information		4B6.	Review of Board Goals (ENCLOSURE)
			The Board will conduct its self evaluation based on the established goals and will discuss setting goals at its retreat.
Action		4B <b>7</b> .	Establish Timeline for Completion of Governing Board Self Evaluation (The Board will establish a timeline.)
			After discussion, the Board determined that it would conduct its self evaluation to be reviewed and discussed at its March 12, 2011 Retreat. The Board will use the evaluation form developed and used in the past. The form will be sent to Board members to be completed and returned for compilation.
Information		4B8.	Review of Education Code Related to Code of Ethics (ENCLOSURE)
Information		4B9.	Review Conflict of Interest Policy and Procedure No 2710 (ENCLOSURE)
Information		4B10.	Review Conflict of Interest Code Policy and Procedure No. 2712 (ENCLOSURE)
Information		4B11.	Review Code of Ethics Policy and Procedure No. 2715 (ENCLOSURE)
Information	-	4B12.	California Fair Political Practices Commission (ENCLOSURE)
Action		4B13.	Code of Ethics Compliance Form (ENCLOSURE) (The Board will review/sign the Code of Ethics Compliance form.)
			Whittaker presented the Code of Ethics Compliance Form and proposed that the Board sign the form pursuant to Code of Ethics Policy No. 2715. The Board had discussion. A Board member expressed concerns regarding signing the form, as the Board member felt the policy/procedure needed to be further clarified to ensure due process, therefore the Board member felt it would be

	ITEM
Information	unethical to sign the form at this time. The other Board members respectfully accepted the Board member's reasoning and decision not to sign the form until the policy/procedure could be reviewed for possible revisions. The other Board members agreed to sign the Code of Ethics Form.
	4B14. Review CCLC Board Policies (ENCLOSURE)
Information	4B15. Review CCLC Administrative Procedures (ENCLOSURE)
	4C. <u>REFERENCES</u>
Information	4C1. Prior Training Materials (ENCLOSURE)
Information	4C2. Brown Act (ENCLOSURE)
Information	4C3. Academic Calendars (ENCLOSURE)
Adjournment	5. ADJOURNMENT 9:00 p.m. (Nader)

Denise Whittaker

Governing Board Secretary

Tim Nader

Governing Board President