

San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, August 22, 2013 – 4:00 p.m. – Board Room

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
2. PUBLIC COMMENT ON AGENDA ITEMS

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

3. ANNUAL BOARD PLANNING RETREAT
  - A. Board 2012-2013 Self Evaluation
  - B. Review of 2012-2013 Board Goals
  - C. Proposed 2013-2014 Board Goals and Reaffirmation of Board Imperatives
  - D. Public Forum Comments and Chancellor's Chat Communications
  - E. Annual Trustee Schedule and Study Session Content
  - F. Succession Planning for Student Success
  - G. Attorney at all Board Meetings
  - H. Contents of the Minutes
4. ADJOURN – The next regular meeting of the Board of Trustees will be on Thursday, September 12, 2013 at 4:00 p.m.



## BOARD OF TRUSTEES SELF-EVALUATION FORM

2012-2013

Question	Response
<p><b>1. a. What issues have most occupied the Board's time and attention during the past year?</b></p>	<p><i>Personnel and budgetary issues. (SINGER)</i>  <i>Personnel issues, interim replacements, accreditation, strategic planning, budget, student success. (ZOUMBOS)</i>  <i>Personnel, budget and student success. (FERRACONE)</i>  <i>Over the past 6 months, recruitment for president of Valley College. (HENRY)</i></p>
<p><b>b. Were these closely tied to the mission and goals of the District?</b></p>	<p><i>Yes. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>Yes, some more specifically than others. (FERRACONE)</i>  <i>Somewhat (HENRY)</i></p>
<p><b>2. a. What were major successes of the District during the past year?</b></p>	<p><i>Providing needed courses and programs in a very difficult fiscal environment. (SINGER)</i>  <i>Focus on positive outcome for students. (ZOUMBOS)</i>  <i>Remaining financially solvent. Some would say we did not layoff anyone, but in making this choice the students suffered through the loss of classes and we are still far behind in replacing full-time faculty lost through SERPS. (FERRACONE)</i>  <i>For the past 6 months, attempting to hire a president and then when that failed hiring an interim president of Valley College. (HENRY)</i></p>
<p><b>b. How did the Board provide leadership or create an environment for the successes?</b></p>	<p><i>By asking probing questions. (SINGER)</i>  <i>All in all, we are working well as a new board. (ZOUMBOS)</i>  <i>Through input on the budget. (FERRACONE)</i>  <i>Working to ensure transparency. (HENRY)</i></p>
<p><b>3. a. Are the roles of the Board chair and other officers clear?</b></p>	<p><i>Yes. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>I think the role of the chair could be clearer and would like to see this discussed at the retreat. (FERRACONE)</i>  <i>Yes. (HENRY)</i></p>
<p><b>b. Are meetings conducted in such a manner that the purposes are achieved effectively and efficiently?</b></p>	<p><i>Generally yes. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>More discussion on urgent/important topics at board meetings would be good. Closed sessions are sometimes not as effective as they could be. (FERRACONE)</i>  <i>Yes. (HENRY)</i></p>

Question	Response
<p><b>c. Is there any way that members of the Board might improve the overall efficiency of the meetings?</b></p>	<p><i>Possibly by getting some questions answered before meetings. (SINGER)</i>  <i>Not at this time. Other than perhaps review the advantage of having an attorney or not at our board meetings. (ZOUMBOS)</i>  <i>Following guidelines of the Brown Act and saying what they would like to say as concisely as possible. (FERRACONE)</i>  <i>I'm not sure if it should be about efficiency but rather that it should be about ensuring that everyone is clear on the items for which they are asking questions about prior to a vote. I believe some are reluctant to repeatedly ask the same question when the answer is not forthcoming. (HENRY)</i></p>
<p><b>4. a. Does the Board have strategies for seeking input from diverse interests?</b></p>	<p><i>Not a strategy but we do this individually by talking to many groups. (SINGER)</i>  <i>Yes. By attending various functions and hearing concerns of diverse people met during such functions. (ZOUMBOS)</i>  <i>Nothing very specific. (FERRACONE)</i>  <i>I have no idea what this means. (HENRY)</i></p>
<p><b>b. Does the Board help promote the image of the colleges in the community?</b></p>	<p><i>Yes. (SINGER)</i>  <i>Yes. By attending graduation ceremonies, various college and community functions. (ZOUMBOS)</i>  <i>Yes. (FERRACONE)</i>  <i>I believe that most board members do this. (HENRY)</i></p>
<p><b>c. In what ways?</b></p>	<p><i>By attending both on-campus and off-campus events. (SINGER)</i>  <i>Listening and asking questions. (ZOUMBOS)</i>  <i>By participating on committees, representing the district at events. (FERRACONE)</i>  <i>Attendance at functions, etc. (HENRY)</i></p>
<p><b>d. How can we improve?</b></p>	<p><i>Yes. (ZOUMBOS)</i>  <i>We have improved this year in being active and attending events in the community and campus events. We can still do better. (FERRACONE)</i>  <i>If it is the same Board members time and again, that may take away from the overall image, not sure. (HENRY)</i></p>
<p><b>5. a. Do agendas focus on policy issues that are the Board's responsibility?</b></p>	<p><i>Generally yes. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>Yes. (FERRACONE)</i>  <i>We need to ensure that items asked, discussed, etc. in a public meeting are reported out in a public meeting. (HENRY)</i></p>
<p><b>b. Do they provide adequate information and time for</b></p>	<p><i>Generally yet. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i></p>

Question	Response
<p><b>planning, analysis and discussion?</b></p>	<p><i>The agenda is not time driven. There is sometimes a wish to expedite meetings to meet the needs of board members. I think this should be stopped. The board members themselves can each ask/take the time for planning, etc. as they see fit. (FERRACONE)</i>  <i>Mostly. (HENRY)</i></p>
<p><b>6. a. Do the Board and the Chancellor have an open, respectful partnership with clearly defined roles?</b></p>	<p><i>We need to work on this. (SINGER)</i>  <i>Yes. We meet with the chancellor one on one before each board meeting to exchange ideas and concerns we may have. (ZOUMBOS)</i>  <i>I think this needs work and perhaps could be part of the retreat. (FERRACONE)</i>  <i>Board and the Chancellor are not peers and I believe that may upset the Chancellor. There is too broad of an umbrella about “not supervise” the Chancellor. I do not believe any Board member wants to supervisor the Chancellor but a discussion, for example, about decisions being made that may not be taking into account stakeholders or any data gathering prior to a decision being made, are faulty and it should be perfectly acceptable to discuss. (HENRY)</i></p>
<p><b>b. Does the Board keep the Chancellor informed of contacts with the community or college employees?</b></p>	<p><i>I believe so. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>Only aware of what I do, and I do not always do this. If I need to pass on information to him, I do that after the fact. (FERRACONE)</i>  <i>I do personally. (HENRY)</i></p>
<p><b>7. a. Do Board members support the colleges by attending various events?</b></p>	<p><i>Yes. (SINGER)</i>  <i>Yes. The board members are committed to supporting most of the events. (ZOUMBOS)</i>  <i>Some of us do. This has greatly improved with the new board members. (FERRACONE)</i>  <i>Most do. (HENRY)</i></p>
<p><b>b. Can we improve and, if so, in what ways?</b></p>	<p><i>Continue our learning, training, and dedication to serve. (ZOUMBOS)</i>  <i>Try to be organized in our approach so that at least one of us is at the majority of events. (FERRACONE)</i>  <i>We can be in charge of our own annual schedule, identifying those study sessions that meet Board needs; opportunity for open dialogue in Board meetings by ensuring that new initiatives and items discussed, requested, etc. in our board meetings are brought back and presented in a public forum. We need to ensure that there is continuity in upper management, i.e., a succession plan. (HENRY)</i></p>

Question	Response
<p><b>c. Is the Board sensitive to the concerns of students and employees while maintaining impartiality and support for the Chancellor?</b></p>	<p><i>Very much so. (SINGER)</i>  <i>Our board is very sensitive to students, employees and to the community concerns. I support the chancellor. (ZOUMBOS)</i>  <i>Yes. (FERRACONE)</i>  <i>I do believe board members are sensitive to student concerns; I'm not sure about impartiality in all instances. I do not know what being sensitive to student concerns and impartiality have to do with supporting the Chancellor. So a confusing question. (HENRY)</i></p>
<p><b>8. a. Board members respect each other's opinions?</b></p>	<p><i>Yes. (SINGER)</i>  <i>Yes. (ZOUMBOS)</i>  <i>Overall yes, although sometimes I think members feel others are not respecting them. I think this is due to the big changeover in board members and as we are working together this is improving. (FERRACONE)</i>  <i>Yes, although I believe there is some confusion as to what cannot be discussed, i.e., if it is not on the agenda we cannot discuss it and thus it may make a trustee feel not listened to. (HENRY)</i></p>
<p><b>b. Board members have adequate information upon which to base decisions?</b></p>	<p><i>Yes. (SINGER)</i>  <i>We receive information packets to meet with the chancellor prior to each meeting. (ZOUMBOS)</i>  <i>Most of the time. Sometimes we could use the information to review in a more timely manner. (FERRACONE)</i>  <i>Not always. (HENRY)</i></p>
<p><b>9. Do new Board members, including the student trustees, receive an orientation to the roles and responsibilities and to the District's mission and policies? (New trustees have three meetings. First with the Chancellor, then with the Board President and finally with a member selected by the new trustee.)</b></p>	<p><i>I believe so. (SINGER)</i>  <i>Our role, policies and responsibilities are promoted on an ongoing basis. (ZOUMBOS)</i>  <i>NO. I believe we need a local orientation, not just a state orientation, and each new board member should have a mentor. I think we fail in this area. (FERRACONE)</i>  <i>Interesting. I received New Trustee training in Sacramento. None of these other items were met until shortly before the first board meeting and I met with the Chancellor and was not advised I should be meeting with the Board President or a selected new trustee. (HENRY)</i></p>
<p><b>10. Does the board have its own goals and objectives for the year and evaluate itself on how it has achieved them?</b></p>	<p><i>Yes, but we need to work on this. (SINGER)</i>  <i>Yes. A retreat is scheduled to evaluate goals and review goals and review objectives. (ZOUMBOS)</i>  <i>Yes. (FERRACONE)</i>  <i>I anticipate that we will. (HENRY)</i></p>

Question	Response
<p><b>11. What weaknesses, if any, should the Board seek to overcome during the next year?</b></p>	<p><i>We need to continually remind ourselves that all of us have the best interests of the District and its residents in mind. (SINGER)</i></p> <p><i>As a new trustee, I am learning, listening and observing at this stage. (ZOUMBOS)</i></p> <p><i>Begin to have more discussions during open sessions.</i></p> <p><i>Develop a board orientation manual and process. We need to decide what our goals will be for student success.</i></p> <p><i>Hopefully our retreat will be really productive this year, and we can talk more about what our focuses should be. (FERRACONE)</i></p> <p><i>We need a forum where Board members can have open discussions to identify strategies for effectiveness. Hopefully this will be done at the retreat. Ensure transparency for the taxpayer in reporting, minutes that are reflective of actions (questions, requests for further information, comments) by the board at meetings. (HENRY)</i></p>
<p><b>12. What do you consider to be the most positive assets or strengths for the Board's actions as well as the Board's thoughts?</b></p>	<p><i>The diversity of our backgrounds and of our many experiences in so many areas. (SINGER)</i></p> <p><i>We work collaboratively to produce positive outcomes for our colleges and community. (ZOUMBOS)</i></p> <p><i>We care about students and their success. We appreciate our employees and the work they do. We are financially solvent. (FERRACONE)</i></p> <p><i>Diversity and most Board members are willing to discuss strategies. (HENRY)</i></p>



## BOARD GOALS FOR 2012-2013

Goal	Response
<p>1. <b>Continue to ensure the district's sound fiscal position.</b></p>	<p><i>Achieved. (SINGER) We have met our responsibility dealing with fiscal stability. (ZOUMBOS) We have done this, but our students have suffered. (FERRACONE)</i></p>
<p>2. <b>Attend several activities at the various District sites so that most events are attended by at least one trustee.</b></p>	<p><i>Hopefully achieved. (SINGER) Activities throughout this district are attended by one or more board members. (ZOUMBOS) Have done a much better job of this since the new trustees have joined the board. (FERRACONE)</i></p>
<p>3. <b>Unite in responding to the public in emergency or crisis situations.</b></p>	<p><i>Achieved. (SINGER) We have done this as needed. (FERRACONE)</i></p>
<p>4. <b>Attend college graduation ceremonies.</b></p>	<p><i>Achieved. (SINGER) Attended graduation ceremonies for SBVC, CHC, Middle College, paramedic, police academy, etc. (ZOUMBOS) This is generally done by all. (FERRACONE)</i></p>
<p>5. <b>Participate in professional development opportunities for community college board members.</b></p>	<p><i>Not fully achieved. (SINGER) Attended trustee workshop in Sacramento, Lake Tahoe, SB County Superintendent of Schools. (ZOUMBOS) Some members do this. (FERRACONE)</i></p>

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

### **BOARD IMPERATIVES**

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership



## 2013 Board Meeting Dates (Updated August 5, 2013)

<b>April 25</b>	<b>Study Session (Accreditation Workshop)</b>
<b>May 9</b>	<b>Business Meeting (online classes presentation)</b>
<b>May 30</b>	<b>Study Session (Budget)</b>
<b>June 13</b>	<b>Business Meeting (program review presentation)</b>
<b>June 27</b>	<b>Study Session (1<sup>st</sup> strategic planning workshop)</b>
<b>July 11</b>	<b>Business Meeting (safety)</b>
<b>July 25</b>	<b>Study Session (2<sup>nd</sup> strategic planning workshop)</b>
<b>August 8</b>	<b>Business Meeting</b>
<b>August 22</b>	<b>Study Session (Board Member Goals and Board Imperatives)</b>
<b>September 12</b>	<b>Business Meeting (bond program presentation; energy savings program update; Go Smart Program)</b>
<b>September 26</b>	<b>Study Session (Student Success Scorecard)</b>
<b>October 10</b>	<b>Business Meeting (KVCR/FNX Updates)</b>
<b>October 24</b>	<b>Study Session - Student Success Scorecard</b>
<b>November 14</b>	<b>Business Meeting</b>
<b>December 12</b>	<b>Business Meeting</b>

The meetings begin at 4:00 p.m.

**San Bernardino Community College District**  
**Proposed 2014 Board Meeting Dates**

January 16	Business Meeting
February 13	Business Meeting
March 13	Business Meeting
April 10	Business Meeting
<b>April 24</b>	<b>Study Session (Accreditation Workshop)</b>
May 8	Business Meeting
<b>May 29</b>	<b>Study Session (Budget)</b>
June 12	Business Meeting
<b>June 26</b>	<b>Study Session (Strategic Planning Workshop)</b>
July 10	Business Meeting
August 14	Business Meeting
<b>August 28</b>	<b>Study Session (Board Member Goals and Board Imperatives)</b>
September 11	Business Meeting
October 9	Business Meeting (KVCR/FNX Updates)
November 13	Business Meeting
<b>November 20</b>	<b>Study Session (Student Success Scorecard)</b>
December 11	Business Meeting

The meetings begin at 4:00 p.m.