

1. **CALL TO ORDER – PLEDGE OF ALLEGIANCE**

2. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- a. Public Employee Performance Evaluation, Government Code 54957
Title: Chancellor

3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. 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 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.

This is an opportunity for members of the public to address the Board concerning closed session items.

4. **CONVENE CLOSED SESSION**

5. **RECONVENE PUBLIC MEETING (5pm)**

6. **REPORT OF ACTION IN CLOSED SESSION (if any)**

7. **PUBLIC COMMENTS ON AGENDA/NON-AGENDA ITEMS**

This is an opportunity for members of the public to address the Board concerning agenda and non-agenda items.

8. **Consideration to Accept Board Ad Hoc Committee's Recommendation to Move Board Policies and Procedures Through the Collegial Approval Process**

- a. BP/AP 2410 Board Policies and Procedures
- b. BP 2435 Evaluation of the Chancellor

9. **Foundation Budget Discussion**

10. **ADJOURN** – The next meeting of the Board: 4pm, September 8, 2016.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: September 1, 2016
SUBJECT: Consideration to Accept Board Ad Hoc Committee's Recommendation to Move Board Policies and Procedures Through the Collegial Approval Process

RECOMMENDATION

It is recommended that the Board of Trustees accept Board Ad Hoc Committee's Recommendation to move Board policies and procedures through the collegial approval process.

BP/AP 2410 Board Policies and Procedures; BP 2435 Evaluation of the Chancellor

OVERVIEW

The changes to these policies include requirements of the Education Code and current law.

The SBCCD is constantly reviewing its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs.

ANALYSIS

The Board may adopt policies authorized by law or determined to be necessary for the efficient operation of the district per Board Policy 2410.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2410 BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

(Replaces SBCCD BP 2045)

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

Administrative procedures are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy. Administrative procedures may be revised as deemed necessary by the Chancellor through regular consultation processes and/or as required by revisions to laws and regulations. Administrative procedures are forwarded to the Board of Trustees as information items only and do not require a Board vote. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

Board policies and administrative procedures are to be reviewed on a six-year cycle per the schedule specified in AP 2410.

Board policies and administrative procedures shall be readily available on the District's website.

Reference: Education Code Section 70902;
ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5 (formerly IV.B.1.b & e)

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Adopted: 10/14/10

Revised: 7/10/14; 12/11/14, 1/21/16

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San Bernardino Community College District
Administrative Procedure
Chapter 2 – Board of Trustees

AP 2410 BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

(Replaces SBCCD AP 2045)

Pursuant to Education Code Section 70902(a)(1), the Board of Trustees shall establish, maintain, operate, and govern one or more community colleges in accordance with law. In so doing, the Board of Trustees may initiate and carry on any program or activity, or may otherwise act, in any manner that is not in conflict with, inconsistent with, or preempted by, any law, and that is not in conflict with the purposes for which community college districts are established.

The Chancellor, ~~as directed by the Board, and~~ through the Collegial Consultation process, has the authority to develop new Board Policies and Administrative Procedures. Review of the policies designated in the 6-year cycle shall begin in October.

The process for developing or changing Board Policies and/or administrative procedures is outlined below:

1. A proposal for a new Board Policy or a change in a current Policy or Administrative Procedure ~~will be submitted, by a constituency group, may be submitted by any interested party. A proposal must be submitted in writing to the Chancellor's Cabinet and shared with the Board of Trustees.~~
2. Legally mandated updates to APs and BPs will be reviewed when forwarded from the Community College League of California League.
- 2-3. ~~Following review~~ If approved for consideration ~~If approved for consideration~~ by the Chancellor's Cabinet, the proposal will be shared with ~~District Assembly and given~~ Chancellor's Cabinet and the Chancellor will make the recommendation to District Assembly to give -to the Academic Senate presidents to determine whether either believes the proposal is an "academic and professional matter."
- 3-4. ~~If the~~ Chancellor and the Academic Senates agree that the -proposal is deemed to be an academic and professional matter within the meaning of Section 53200(c) of Title 5 of the California Code of Regulations:

- a. The proposal will be submitted to the Academic Senates on both campuses, which will have up to 3 months to review and suggest appropriate changes to the proposal, in accordance with Title 5 and relevant state regulations. It is incumbent on the Academic Senate to engage the campus community as appropriate.
- b. After the Senates have completed their review, a Joint Senate Conference Committee, with representatives from each Academic Senate, will confer to iron out any differences within 30 days.
- c. The proposal will then be submitted to the Chancellor and the District Assembly as an information item.
- d. The Chancellor will review the recommendation from the academic senate and, if feasible, will forward to the Board for approval. The Chancellor will submit the Academic Senates' proposal for Board Policy to the Board for a first reading and/or approval. The Chancellor will submit the Academic Senates' changes to Administrative Procedures to the Board for information only.

4.5. If the Chancellor and the Academic Senates agree that the proposal is deemed not deemed to be an academic and professional matter within the meaning of Section 53200(c) of Title 5 of the California Code of Regulations:

- a. The proposal will be submitted to the District Assembly for review and recommendation. The proposal will simultaneously be submitted to the Academic and Classified Senates as an information item. (See 4.d below.)
- b. If the Academic Senate at either campus deems the proposal an academic and professional matter, the proposal will be removed from District Assembly consideration and submitted to the Academic Senates, as per Step 3 above.
- c. The District Assembly may, when appropriate, assign a subcommittee which will review and respond to the proposal.
- d. After the subcommittee has completed its review, their response will be submitted to the District Assembly within two months.
- e. The recommendation will be submitted to the Chancellor. If the proposal concerns a Board Policy, the Chancellor will submit it to the Board for a first reading and/or approval. The Chancellor will submit changes in Administrative Procedures to the Board for information only.
- e.f. Legally mandated updates to APs and BPs will be reviewed when forwarded from the Community College League of California League.

6. If the Chancellor and the Academic Senates do not agree whether the proposal is deemed to be an academic and professional matter within the meaning of Section 53200(c) of Title 5 of the California Code of Regulations, the Chancellor may overrule the determination by an Academic Senate that a policy or procedure is indeed an "academic and professional matter" within the meaning of Section 53200(c) of Title 5 of the California Code of Regulations

89 At the beginning of each academic year, the Chancellor will notify the appropriate
90 parties of the chapters or specific BPs or APs to be reviewed.

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92 Responsibility for the review process is as follows:

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94 Chapter 1: Chancellor and Board of Trustees and the Chancellor

95 Chapter 2: Chancellor and Board of Trustees and the Chancellor

96 Chapter 3: Chancellor and Chancellor's Cabinet

97 Chapter 4: Vice-Presidents of Instruction, Student Services, and Academic Senate
98 Presidents*

99 Chapter 5: Vice-Presidents of Instruction, Student Services, and Academic Senate
100 Presidents*

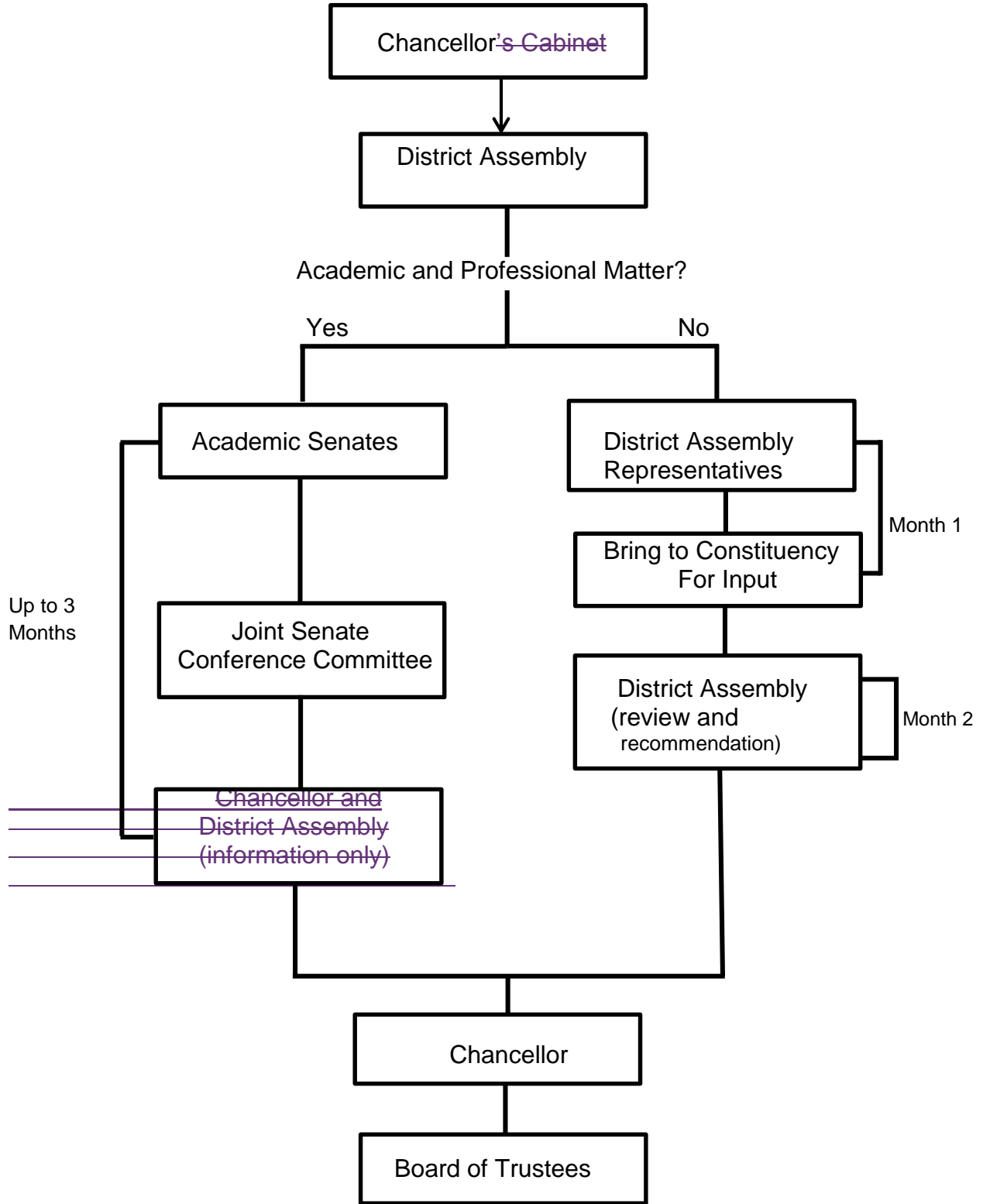
101 Chapter 6: Vice-Chancellor of Fiscal Services and Vice-Presidents of Administrative
102 Services

103 5. Chapter 7: Vice-Chancellor of Human Resources

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105 * Academic Senate Presidents will be notified only of those policies and procedures that
106 are deemed to be an "academic and professional matter" within the meaning of Section
107 53200(c) of Title 5 of the California Code of Regulations.

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Flow Chart for Changes to Board Policies or Administrative Procedures



155 **References:** Education Code Section 70902;
156 ACCJC Accreditation Standards I.B.7; I.C.5; IV.C.7; and IV.D.4 (formerly
157 IV.B.1.b & e)
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Approved: 10/20/11
Revised: 7/10/14, 12/11/14

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San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2435 EVALUATION OF THE CHANCELLOR

(Replaces current SBCCD BP 2175)

The Board of Trustees shall conduct an evaluation of the Chancellor at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Chancellor as well as this policy.

The Board shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by the Board and the Chancellor.

The criteria for evaluation shall be based on Board policy, the Chancellor job description, and performance goals and objectives developed in accordance with ~~AP 2435 titled Evaluation of the Chancellor~~ BP 2430 titled Delegation of Authority to the Chancellor.

Reference: ACCJC Accreditation Standard IV.C.3 (formerly IV.B.1)

Adopted: 5/9/13

Revised: 11/13/14, 12/11/14