

**Meeting of the San Bernardino Community College District Board of Trustees
Annual Board Retreat Minutes
Doubletree Ontario Airport, 222 N. Vineyard Ave., Ontario, CA 91764
June 12, 2018, 8:00 a.m. – 4:00 p.m. and June 13, 2018, 8:00 a.m. – 3:00 p.m.
Facilitated by Dr. Pamila J. Fisher, ACCT Consultant
DAY ONE: "IMPLEMENTING BEST PRACTICES"**

PRESENT

Joseph Williams, President
Gloria Macias Harrison, Vice President
Dr. Anne L. Viricel, Clerk
Donna Ferracone, Trustee
John Longville, Trustee
Frank Reyes, Trustee
Dr. Donald L. Singer, Trustee

ABSENT

None

CALL TO ORDER

President Williams called the meeting to order at 8:38am.

PUBLIC COMMENTS

Sam Irwin, attended to observe.

PURPOSE AND OVERVIEW

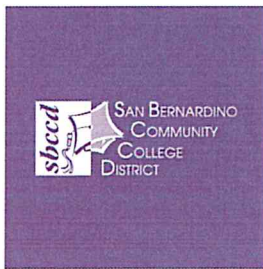
Board members were asked what outcomes they wanted to accomplish at the retreat.

- Donna – Complete BP/AP 2410, AP 2435, and BP 2510.
- Gloria – Reaffirm role as trustees (policy vs. weeds). Board needs same data about the district and ensure the board is communicating the same message as one voice (frequent, timely, and consistent).
- Anne – Communication/agenda – find a better way to have more dialogue with groups. Add to agenda: reports from Empire Network, KVCR, and others.
- Bruce – Chancellor's goals for next year.
- Joseph – Board priorities for next year.
- Frank – Value of government relations. Advocacy at all levels.

UNDERSTANDING ONE ANOTHER'S COMMUNICATION STYLE

Board members completed the DISC assessment to better understand communication styles.

D – Joseph, John, Anne
I – Frank, Gloria
S – Bruce, Donna, Don
C – Anne, Frank, Donna, Gloria



Of the 14 personality types, Trustees identified themselves:

Donna – Architect
Bruce – Architect
Anne – Innovator
John - Entrepreneur
Don - Motivator
Gloria - Detective
Joseph - Motivator
Frank – Detective

REFLECTING ON THE PAST YEAR: ACCOMPLISHMENTS AND CHALLENGES

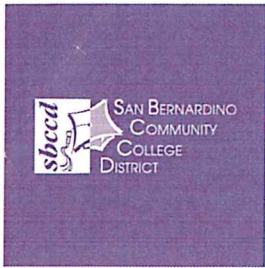
Board members reflected on the past year and identified accomplishments.

1. Student Success
2. \$157 million
3. Met enrollment goal
4. Monitored FTES
5. More consistent reports across colleges
6. More study sessions
7. Increased trust on team
8. Relations/reports with CSEA improved
9. Better informed board (data, discussion, research)
10. Civility on the board (more unified)
11. Relationship with elected officials
12. Created a dashboard with quarterly reviews
13. Outsourced bookstore (united board)
14. Personnel/increased contract terms for managers/salary increases

BOARD OF TRUSTEES ANNUAL SELF-ASSESSMENT

Trustees reviewed the Board's self-assessment.

- Q4: Reminder cell phones should not be out at board meetings
- Q7: Update policy to include Executive Board
- Q8: change "diverse interests" to Constituent Groups
- Q10: more time is needed to review Q&A and long reports. Accreditation reports are typically done during study session and major reports are submitted to the board for first and second read.
- Presentations to the Board needs to follow guidelines. Chancellor to provide the executive summary and give the introduction.
- Q12: change "service area" to entire district – How well do the policies of the board consider and address the needs of the residents of the entire district?
- Q14: do we need the question?
- Q16: do we need the question?



Trustee agreed to use the terms:

Trustee Area = distinguishes between service areas of the District
SBCCD = includes CHC, SBVC, and Central Services

Student Success & Equity

Philosophy

Policy

Plan

Results

Monitoring

The Board agreed to eliminate reports to the Board at board meetings, effective July 1. President Williams will make an announcement at the June 21 Board meeting. Chancellor Baron will notify the Presidents, student trustees, and unions. It was suggested the Chancellor report out about the Board Retreat. Reports to the Board should be on specific events and should be listed on the agenda (not as individual trustees, but as topic updates). President reports are provided in advance. The Board President will ask colleagues if there is anything they want to hear about from the presidents. The Board agreed that all photo-ops should take place 15 minutes before board meetings.


BOARD POLICY REVIEW

There was discussion on the policy on policies (2410 Board Policies & Procedures). The Board agreed to keep the proposed language as recommended by the BOT Policy Committee (the version submitted to District Assembly in November) with additional changes agreed on at the retreat. The revised AP and BP 2410 will be submitted as a separate board item in the June 21 agenda for first reading.

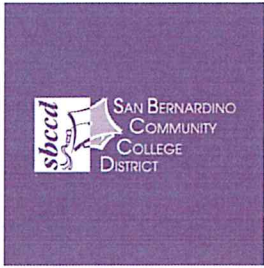
The policy and procedure for the Chancellor's evaluation (2435 Evaluation of the Chancellor) was approved by the Board on May 10, 2018.

ADJOURN

President Williams adjourned the meeting at 3:52pm.



Dr. Anne L. Viricel, Clerk
SBCCD Board of Trustees



San Bernardino Community College District Board of Trustees Annual Retreat (continued)
DAY TWO: "CREATING OUR FUTURE"
Minutes

PRESENT

Joseph Williams, President
Gloria Macias Harrison, Vice President
Dr. Anne L. Viricel, Clerk
Donna Ferracone, Trustee
John Longville, Trustee
Frank Reyes, Trustee
Dr. Donald L. Singer, Trustee

ABSENT

None

CALL TO ORDER

President Williams called the meeting to order at 8:43am.

BOARD AND CEO RELATIONSHIPS

The Board heard about Board and CEO relationships: How to develop collaborative and effective relationships (presented by Wheelhouse). 60% of trustees want their CEO to have 5-7 years' tenure, 18% want more than 8 years, and 12% with 2-4 years. 30% of CEOs plan to stay 1-3 years and 30% for less than one year. When asked why CEOs leave their jobs, 38% was due to retirement and 30% due to conflict with trustees. Trustees reported the top three attributes to be strong core values, ability to carefully consider all possible outcomes, and communication skills.

Dr. Fisher gave an update on the CHC President search.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- Evaluation of the Chancellor, Government Code Section 54957(b)(1), Title: Chancellor

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

CONVENE CLOSED SESSION

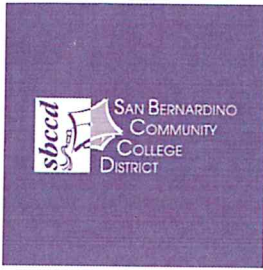
Closed Session convened at 9:30am

RECONVENE PUBLIC MEETING

Public meeting reconvened at 11:04am

REPORT OF ACTION IN CLOSED SESSION

None



PUBLIC COMMENTS

Sam Irwin, attended to observe.

SBCCD'S ORGANIZATIONAL CULTURE

Collegial Consultation

Trustee Ferracone provided history of collegial consultation from 1992.

Complete AP and BP 2410, then address BP and AP 2510. Revisit BP 2510. Pull AP and BP 2510 from June 21 board agenda.

CRITICAL ISSUES

Potential Bond Campaign was discussed and trustees shared some of their concerns.

Analysis of what happened in the last election.

What are the other conflicts happening in other areas? i.e. bonds, taxes, measures, etc.

What is the scientific methodology of the areas?

How much of the bond will go to CHC and when?

What is the economic impact of the bond? Need specific and concrete responses.

Benefits of the bond

Steering committee is needed with community leaders

Need to fundraise

PLANNING FOR 2018-2019

The Board developed Board Priorities for 2018-2019. Executive Board will work through, as these are the BOT's goals.

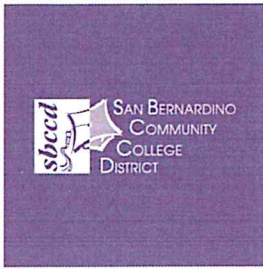
1. Engage & Support Equity Initiatives
2. Be more visible on both campuses
3. Actively connect to community
4. Conduct efficient and effective board meetings focused on big picture
5. Implement an annual monitoring plan
6. Participate in professional development contributing to an excellent cohesive, proactive board.

SBCCD Strategic Directions is the new name for Board of Trustees Strategic Directions. These are Chancellor's Goals for 2018-2019 set by the Board.

1. Increase Student Success, Access, and Equity (Education Master Plan [EMP] for both colleges + district)
2. Continue the Alignment of EDCT and KVCR Goals with District & College Goals (EMP for district)
3. Continuously Improve Planning, Fiscal, Administrative and Operational Systems for Efficiency and Effectiveness (EMP for both colleges + district)

Study Session Presentations Requested by the Board of Trustees:

- Quarterly Non-Credit



- Quarterly Scorecard
- Quarterly/Semester Basic Skills
- Quarterly Dashboard
- Training by Atkinson, Andelson, Loya, Ruud & Romo to include 3 topics:
 - Robert's Rules of Order
 - Brown Act
 - Conflict of Interest
- Fundraising/Foundation
- IEPI Targets
- Course & Retention Rates
- Qualitative Effectiveness Indicators for EMPs
- Transfer & Graduation Rates
- Student Equity/SSSP

In addition to requested study session presentations, the Board asked for verbal updates from department areas such as TESS, Police Department, etc.

ADJOURN

The next meeting of the Board: Business Meeting, 4pm, June 21, 2018.
President Williams adjourned the meeting at 1:51pm.

A handwritten signature in black ink, appearing to read 'Anne L. Viricel', is written over a horizontal line. Below the line, the text 'Dr. Anne L. Viricel, Clerk' and 'SBCCD Board of Trustees' is printed.

Dr. Anne L. Viricel, Clerk
SBCCD Board of Trustees