Location: Rio Hondo College Board Room
3600 Workman Mill Road, Whittier CA 90601

Members Present: André Quintero, President (Presiding)
Angela Acosta-Salazar, Vice President
Maria Elena Martinez, Member, (arrived 9:30 a.m.)
Garry Couso-Vasquez, Member
Julio R. Flores, Student Trustee

Members Absent: Gary Mendez, Clerk

Staff Members: Dr. Ted Martinez, Jr., Superintendent/President
Dr. Paul Parnell, Vice President, Academic Affairs
Mr. Mike Javanmard, President, Academic Senate
Ms. Sandy Sandello, (Recorder)

I. CALL TO ORDER
A. Continental Breakfast (8:30 a.m.)
B. Call to Order (9:00 a.m.)
   Mr. Quintero called the meeting to order at 9:00 a.m.
C. Pledge of Allegiance
   Ms. Acosta-Salazar led the pledge of allegiance.
D. Roll Call
   Mr. Mendez and Ms. Martinez were reported absent. Ms. Martinez later arrived at 9:30 a.m.
E. Open Communication for Public Comment
   No public comments were made.

II. STUDY SESSION – BOARD RETREAT
   • Accreditation Update
     Review of Accreditation Response Team’s (ART) Report

The Board of Trustees met at their Board Retreat to discuss accreditation issues and other matters. One of the items on the agenda was the review and discussion of AP 2431. The Board of Trustees acknowledged all of the hard work that was put into crafting the language for the revised AP 2431 and thanked each member of the ad hoc committee (as well as ART and ART co-chairs) for all of their work.
The Board of Trustees reviewed the revised version of AP 2431, as it was written, but had two changes to bring up to the members of the ad hoc committee:

In Article XIII, under Option 2 the language currently states "Directly interview additional finalists from the candidate pool". A board member suggested that perhaps this could be changed to "Directly interview additional candidates from the candidate pool" so that it distinguishes who exactly the Board can pull. By virtue of certain candidates being pulled by the Board, they may become "finalists" automatically, hence, the language could be left alone if this is the intent of the PFC ad hoc committee.

In Article VIII, the Board discussed the elimination of the actual numbers (7, 4, 4, 3, 2) and a rephrasing of this section so that it would read “The current composition of the search committee consists of representatives from the faculty, classified employees, management/confidential, ASB, and the community” without mentioning any numbers of representatives of each constituency group. The rationale here is that it would give future trustees the flexibility to decide on numbers without being unnecessarily constrained by past practice.

The revised version of BP 3200 was accepted as is.

• Board Self-Evaluation Process

III. ACTION ITEM

A. PRESIDENT’S OFFICE

1. Approval of Board Policy 3200 – Accreditation (First Reading)

   114. It was moved by Ms. Martinez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved Board Policy 3500 – Accreditation, for a first reading (attached).

2. Revision to Board Meeting Schedule – November meeting

   115. It was moved by Ms. Acosta-Salazar, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees scheduled the November meeting on November 11, 2009 at 6:00 p.m.

B. PERSONNEL

1. Unrepresented

   116. It was moved by Ms. Acosta-Salazar, seconded by Mr. Flores and carried unanimously, that the Board of Trustees excused Garry Couso-Vasquez’s absence from the August 12, 2009 regular Board meeting.

IV. INFORMATION ITEMS

1. Review of Administrative Procedure 3200 – Accreditation
2. Review of Administrative Procedure 2431 – CEO Selection Process

IV. ADJOURNMENT

Mr. Quintero adjourned the meeting at 11:00 a.m. The date of the next Regular Meeting of the Board of Trustees will be held on Wednesday, October 14, 2009, 6:00 p.m. (Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier).
I. The Board of Trustees is responsible for the hiring of the Superintendent/President. The Board will establish the calendar and approve the structure of the presidential hiring process. The Board of Trustees will communicate to all those that participate in the selection process to conduct themselves in the highest ethical standards throughout the entire selection process (Source: Board).

II. The Board of Trustees will establish a selection process for the consultant that ensures the consultant selected reflects the Board’s expectations and values.

III. The Board of Trustees will craft and express a clear statement on the role of the consultant and ensure that this role is clearly communicated to all stakeholders so that this role is clearly understood by all (Source: Board/ART).

IV. The Board of Trustees will clearly communicate the Board’s expectations and values with respect to the hiring process to the members of the search committee before the hiring process begins (Source: Board). All members of the search committee will be provided training prior to the selection process on how to best reach consensus (Source: PFC Ad-Hoc Committee).

V. The Board of Trustees or designee oversees the development of the Presidential Search Brochure and approves its content.

VI. The Board of Trustees or designee approves all advertising for the presidential position.

VII. The Board of Trustees determines and approves the composition of the search committee and (Source: PFC Ad Hoc Committee) the number of representatives from each constituent group. The search consultant will serve as a non-voting co-chair (Source: Superintendent/President) of the committee.

VIII. The current (Source: PFC Ad Hoc Committee) composition of the search committee, which is merely a description of what has been used in the past and can be changed by the Board in the future (Source: Board 10/3), is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>7</td>
</tr>
<tr>
<td>Classified</td>
<td>4</td>
</tr>
<tr>
<td>Management/Confidential</td>
<td>4</td>
</tr>
<tr>
<td>ASB President/Representative</td>
<td>3</td>
</tr>
<tr>
<td>Community Representatives</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>

The following are not committee members, but serve specific functions in the selection process: (Source: PFC Ad Hoc Committee)
CEO SELECTION PROCESS

- The Human Resources Officer or designee shall review the composition of the applicant pool to determine if legal requirements relating to Title V, the District's Equal Opportunity Plan, and non-discrimination have been met. (Source: Superintendent/President)

- An EEO Monitor who is appointed by the Equal Employment/Staff Diversity Officer

IX. Persons serving on the search committee participate in both the application review and search committee interview phases of the search process. Search committee responsibilities include evaluation of candidate applications, development of interview questions, determination of candidates to be interviewed by the search committee and recommendation of finalists to the Board of Trustees.

X. The search committee will try to reach consensus on all committee decisions. If the search committee is unable to reach consensus after discussion of an issue, then the majority view of the committee shall prevail.

XI. Committee members must be willing to give search committee responsibilities their highest priority. To assure equity in the process, attendance at all committee meetings is required.

XII. The Board of Trustees requires four to six unranked finalists. Before the selection process begins, the Board will specify the minimum number of candidates to be advanced by the committee (Source: PFC Ad-Hoc Committee). The Board of Trustees reserves the right to interview additional candidates in the pool. (Source: PFC Ad-Hoc Committee) The Board of Trustees interviews the finalists and selects and hires the new Superintendent/President.

XIII. Before the selection process begins, the Board of Trustees will clearly articulate to the members of the committee what options are available to the Board if the number of finalist candidates submitted does not fulfill the required minimum number of candidates as determined above (Source: PFC Ad-Hoc/ART). These options can include:

- Option 1: Ask the committee to forward additional finalists from the pool of candidates already interviewed (Source: PFC Ad-Hoc/ART)
- Option 2: Draw Directly interview additional finalists candidates (Source: Board 10/3) from the candidate pool
- Option 3: Cease the process and begin a new search (Source: ART)
- Option 4: Accept the candidate(s) that are forwarded as finalists (Source: PFC Ad-Hoc) and proceed (Source: ART)
- Option 5: Ask the committee to interview additional candidates from the applicant pool who could potentially become finalists (Source: PFC Ad-Hoc)
XIV. The Board will provide an opportunity for the Search committee co-chair (Source: Superintendent/President) to submit a list of candidates along with narratives to the Board (Source: Board) which could include the search committee members’ reasons for forwarding or not forwarding candidates and perceived strengths and weaknesses of each of the candidates.

XV. The Board of Trustees requires that a presidential forum be held for the finalists in conjunction with the Board of Trustees interviews. The Board of Trustees determines when the presidential forum is scheduled. The Board determines the structure and date(s) of the forum(s).

XVI. The Board of Trustees determines the efficacy of a site visit(s) and, if necessary, determines the participants for the visiting team. The Board of Trustees also determines the structure and schedule for the site visit(s).

XVII. The Board of Trustees will evaluate the effectiveness of the updated policy with the new procedures regarding the presidential CEO Selection Process and will provide an opportunity to the committee to submit an evaluation of the selection process (Source: PFC Ad-Hoc).
I. The Superintendent/President shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

II. The Superintendent/President shall keep the Board informed of approved accrediting organizations and the status of accreditations.

III. The Superintendent/President shall ensure that the Board is involved in any accreditation process in which Board participation is required.

IV. The Superintendent/President shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

V. The Board will designate the Superintendent/President as intermediary between the District and the Board of Trustees in the development of accreditation materials. (Source: Superintendent/President)

VI. The Superintendent/President will serve as the sole liaison between the Board of Trustees and the college community in the development of accreditation materials. (Removed by Academic Senate)

Using shuttle diplomacy, the Superintendent/President would submit drafts of accreditation materials on behalf of the District to the Board. Similarly, any input, feedback, or substance that the Board would need to provide to the District’s accreditation team or other members of the District would be communicated directly to the Superintendent/President. (Removed by Academic Senate)

VI. All written draft accreditation materials authored by various campus constituents and the Board of Trustees shall be submitted to the Superintendent/President.

Final accreditation materials shall be available for review by the District and the Board of Trustees prior to submission to the relevant accreditation agencies. (Source: Academic Senate)

VII. Reference:

Accreditation Eligibility Requirement 20, Standard IV.B.1.i