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

Members Present: Ms. Vicky Santana, President
Ms. Madeline Shapiro, Vice President
Mr. Gary Mendez, Clerk
Ms. Norma E. Garcia, Member
Ms. Mary Ann Pacheco, Member (Arrived 6:15 p.m.)
Jaime “JJ” Magallón, Student Trustee

Members Absent: None

Staff Members: Ms. Teresa Dreyfuss, Superintendent/President
Dr. Kenn Pierson, Vice President, Academic Affairs
Mr. Henry Gee, Vice President, Student Services
Mr. Phil Luebben, Interim Vice President, Finance & Business
Ms. Sandy Sandello (Recorder)

I. CALL TO ORDER

A. Call to Order

Ms. Santana called the meeting to order at 6:06 p.m.

B. Pledge of Allegiance

Mr. Howard Kummerman led the pledge of allegiance.

C. Roll Call

Ms. Pacheco was reported absent but later arrived at 6:15 p.m.

D. Open Communication for Public Comment

No comments from the public.

Change in Order of the Agenda

It was moved by Ms. Santana to change the order of the agenda to discuss the Information Items first. There was no objection to change the order of the agenda.

III. INFORMATION ITEMS – taken out of order.
• **Educational Master Plan** – Mr. Howard Kummerman, Dean, Research & Planning, reviewed the Educational Master Plan with members of the Board of Trustees who suggested edits that would be incorporated in the final plan.

• **Facility Master Plan** – Mr. Peter Mitsakos, West Edge Architects, reviewed the Facility Master Plan with the members of the Board.

• **Technology Master Plan** – Mr. Gary Van Voorhis, Director of Information Technology, reviewed the Technology Master Plan with members of the Board.

II. **STUDY SESSION – BOARD RETREAT**

• **Discussion of Board Self-Evaluation Results** – Mr. Howard Kummerman, Dean of Institutional Research & Planning, reviewed the results of the Board’s self-evaluation and prepared a self reflection. This discussion would assist in the development of the Board’s goals which would be discussed at the June 21, 2014 meeting.

71. On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted by unanimous vote of the five members present [Garcia, Mendez, Pacheco, Santana, and Shapiro] to recess the meeting at 9:55 p.m. and to continue the discussion of the Board’s self evaluation and Board goals in addition to the remainder of the June 19, 2014 agenda to Saturday, June 21, 2014 at 11:30 a.m.

Student Advisory vote was aye.


At 11:40 a.m. Ms. Santana reconvened the meeting from Thursday, June 19, 2014, and reported that the Superintendent/President, Teresa Dreyfuss was unable to attend due to being ill and that Trustee Garcia would be arriving late.

72. On motion of Ms. Shapiro, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Mendez, Pacheco, Santana, and Shapiro] to postpone the following items to the agenda of the regular meeting of the Board of Trustees of July 9, 2014. Student Advisory vote was Aye.

• **Discussion of Threshold for Board Agenda Items – Consent vs. Action**
  Postponed to July 9, 2014 meeting.

**CLOSED SESSION - Postpone to July 9, 2014 meeting**

_Pursuant to Section 54956.8:*

• **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
  • 11400 Greenstone Avenue, Santa Fe Springs

_Pursuant to Section 54957:*

• **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
  • Superintendent/President

_Pursuant to Section 54957.6*

• **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Section 54957:

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
  - Unrepresented employees: Management/Confidential

II. **STUDY SESSION – BOARD RETREAT (Continued from June 19, 2014 Board meeting)**

- **Discussion of Board Self-Evaluation Results** – Mr. Howard Kummerman, Dean of Institutional Research & Planning, reviewed the results of the Board’s self-evaluation and prepared a self reflection of the discussion as attached.

Ms. Garcia arrived at this point of the meeting.

- **Update Board Goals and Review** – Mr. Howard Kummerman, Dean of Institutional Research & Planning, discussed last year’s Board goals and facilitated discussion for the new goals for the year 2014-2015. The Board would formally approve their goals at the July 9, 2014 Board meeting.

III. **ADJOURNMENT (2:22)**

The date of the next regular meeting of the Board of Trustees would be held on Wednesday, July 9, 2014, 6:00 p.m. (Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier)

The date of Next Special Board Meeting would be held on Friday, July 11, 2014, 11:30 a.m.
Board of Trustees Self-Evaluation Reflection

Mission and Planning

☑ Good discussions about and focus on Mission and the alignment with college initiatives. Board set policy at high level for work of college staff in meeting that alignment.
☑ Board involvement with development of Mission statement.
☑ Commitment to budget alignment – met boards responsibility with Mission alignment along with institutional planning process and resource allocation.
☑ Commitment to understand and appreciate college programs.
☑ Commitment by board to review policies on an ongoing basis to assure they align with the mission.

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Board Leadership

☑ Reviewed code ethics policy, established protocols, and formed sub-committee.
☑ Developed internal protocols and included with policies.
☑ Assured completion of 700 forms.
☑ Good training on Brown Act.
☑ Modified board practices i.e - roll call vote and formal adjournment.
☑ Environment at board meetings is collegial.
☑ Study sessions are inclusive with opportunity for everyone to participate even with difficult issues. Great trust and respect. Board and Superintendent / President work as a team.
☑ Effective use of study sessions.
☑ Board has public positions advocating for legislation and initiatives.
☑ Board and staff travel to Sacramento speaking to political representatives about important legislative issues.
☑ Board takes shared responsibilities seriously. Works together to protect college from fiscal liabilities.
☑ Board recognizes and values board members perceptions as individuals – it also recognizes other perceptions that need to be valued.

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Policy / Decision-Making

- Commitment to review Board policies so they are significant and meaningful.
- Board and staff keep policies current and consistent with an ongoing list of policies.
- The Boards open environment allows members to request board policies.
- Library of policies kept at college and individually – board policies are up to date.
- Note to refine or remove question regarding political ramifications.
- The Board holds thoughtful discussions during study sessions with intent to have dialog before making decisions and setting policy.
- The Board understands that they represent the college and make decisions for the good of the college as a whole.
- The board makes decisions as a whole knowingly and consistently.

Board Relationships

- The Board recognizes that an ongoing challenge is assuring that the community voice is being heard. The Board is responding to this challenge and looking for strategies to strengthen this area.
- Note to include Community Forums as potential Board goal.
- Note to explore potential meetings with board members from other areas. Also include other community organizations. Potential Board goal.
- Commendation for level of board activity in community.
- Opportunity to review and adopt board policies related to bullying and others that promote fair and equitable treatment of staff.
- Created master calendar to ensure met obligation to evaluate CEO performance.
- Obtained training to assess and improve process for collective bargaining.
- Note to include more opportunities for reflection, team building, and dialog. Potential Board goal.
- Add preparation meeting for data and other information prior to reflection.
BOARD OF TRUSTEES RETREAT

JUNE 18, 2014

MONITORING AND EVALUATION

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Monitoring and Evaluation

✓ Acknowledge monitoring and evaluation is an area for improvement related to self-evaluation and board effectiveness. Including commitment to necessary time for study and reflection.
✓ Evaluating college policies is a strength for the Board.
✓ Create better understanding of data as it relates to goals and create time for reviewing the information.
✓ Staff to provide board with more and better information about existing evaluation methods and systems.
✓ Board to review data and assure college accountability to state or set standards.
✓ Establish ways to ensure high level of teaching and education – keeping it at a high level. Board engaged and involved – providing leadership.
✓ Formalize and adopt ways to monitor impact on community – maybe with community forums.
✓ Note - Potential Board goal related to the bullets above.

BOARD MEETINGS AND AGENDAS

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Board Meetings and Agendas

✓ Regular look at accreditation and master plans during meetings.
✓ Board good at working with participatory governance.
✓ Very strong and consistent with executing effective meetings and agendas.
✓ Consider to be more efficient – including less paper. Potential Board goal.

BOARD EDUCATION

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Board Education

✓ Good use of CCLC and other contracted information to stay updated.
✓ Board members stay current and do a good job participating in conferences.
✓ Good training for safety, brown act, and governance.