

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Special Meeting, Wednesday, September 24, 2014, 6:00 p.m.
3600 Workman Mill Road, Whittier, CA
AGENDA**

I. CALL TO ORDER

- A. Call to Order (6:00 p.m.)**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Open Communication for Public Comment**

Persons wishing to address the Board of Trustees on any item on the agenda, or any other matter, are invited to do so at this time. Pursuant to the Brown Act, the Board cannot discuss or take action on items not listed on the agenda. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda.

Persons wishing to make comments are allowed three minutes per topic; thirty minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting.

- E. Study Session**
 - **Accreditation Preparation**

II. CLOSED SESSION

Pursuant to Section 54957:

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**
- **PUBLIC EMPLOYEE APPOINTMENT**
 - Vice President, Finance and Business

III. ADJOURNMENT

Date of Next Regular Meeting: Wednesday, October 8, 2014, 6:00 p.m. (Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier)

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability, who requires a reasonable accommodation to participate in a Board meeting of the Rio Hondo Community College District, may request assistance by contacting the President's Office, 3600 Workman Mill Road, Whittier, California. This document is available in alternate format. Telephone (562) 908-3403; fax (562) 908-3463; TDD (562) 908-3422.



ACCREDITATION SELF-EVALUATION 2014

Board Preparation Questions

1. What is the campus climate for students, faculty, staff, and administration?
 - ✓ Rio Hondo considers itself a family. We have conflict like all campuses and families but overall, our constituent groups work together to solve problems and do the work of the college. The students are the most harmonious of the groups and according to the Campus Climate Survey are very satisfied with their educational experience at Rio Hondo College. In general the Climate Survey shows that employees have seen improvements in working together through participatory/shared governance.
2. Use of participatory/shared phraseology -- how is it used at Rio Hondo?
 - ✓ Rio Hondo College has a long history of utilizing the term Shared Governance and made the decision in Planning Fiscal Council (PFC) to combine the historical term along with the term Participatory from AB1725. The Board values participatory/shared governance and adheres to BP/AP 2410 and 2510.
3. What do you think of the recent presidential selection process? Has it improved?
 - ✓ The Board followed all of its policies and procedures when implementing the recent Superintendent/President search process. In fact, the board implemented a method to evaluate the search process. The three part evaluation combined a survey, examination of adherence to policies and procedures, and facilitated discussion. The documentation included in Standard IV evidence indicates that the board received high marks for this process.
4. What are areas of improvement for the board and college?
 - ✓ Two-way communication from the board to the faculty and staff and the administration and these groups is an area that we have focused on for improvement. The college is also continually seeking to improve in the area of Basic Skills – finding ways to better serve the under-prepared students.
5. What do you know about the SLO process at the college? Is it faculty driven?
 - ✓ The process for SLO's is faculty driven at Rio Hondo and in fact, the SLOolutions software used for tracking and assessing SLO's was created by the former SLO coordinator. Since the last accreditation site visit in 2008, the College has made enormous strides in the definition and assessment of SLOs. The College has significantly improved its assessment process as a whole, particularly with respect to incorporating assessment results into the institutional planning/review process.



ACCREDITATION SELF-EVALUATION 2014

6. Tell us about the Ethics statement and policy at Rio Hondo. What is the difference?
- ✓ Following Rio Hondo's Warning status from the last ACCJC accreditation visit, the college formed a group to write an Ethics Statement for the campus. This was accomplished as part of the college's follow-up report to re-affirm full accreditation status. The college recently adopted a board policy incorporating an Institutional Ethics Statement to further enhance the college's commitment to its Ethics and core values.
7. How is the relationship between the board and superintendent/president? How about for the rest of the college?
- ✓ The relationship is excellent with the President where both communicate individually and as a board. The Board and President support each other in all college endeavors.
 - ✓ Board hears concerns and communicates fairly with all college employees and the community. When a concern is expressed and action is necessary, the board works through the college President to seek more information or carry out tasks.
8. How are the college efforts related to student success progressing?
- ✓ The college formed a Student Success Task Force and a Student Equity Committee along with many sub-groups to work on the State's Mandates in these areas along with the ongoing college commitment to student success. The efforts are progressing very well with the creation of new programs such as the First year Success Centers that are focusing on the needs of students at Rio Hondo College.
9. How is the college doing with Institutional Planning and linking resource allocation to the budget process?
- ✓ The current Institutional Planning process began more than five years ago and has become part of the college culture. The process inherently links resource allocation for staffing, technology, equipment, facilities, and additional budget request to the budget itself. Once the college completes its planning process, it recommends resources through the college president. Those resources are then approved by the board as part of the budget.



ACCREDITATION SELF-EVALUATION 2014

10. How does board policy support the institutional mission?

- ✓ The Board of Trustees and college employees continuously review the Mission Statement and assure that not only board policy but all aspects of the college operations fall within the Mission of Rio Hondo College.

11. What is the basis for the Board Goals – what is your process?

- ✓ During the Board of Trustees annual retreat, we hold a discussion facilitated by college staff to evaluate prior year goals and develop the goals for the upcoming year.

12. What is the process and how did you do with the recent Board of Trustee evaluation and Superintendent/ President Evaluation?

- ✓ The Board of Trustee evaluation was supported by a three-part process facilitated by the Office of Institutional Research and Planning. The process included a Board self-evaluation survey, evaluation of accomplishments based on Board Goals and best practices, and a facilitated discussion. The Superintendent / President evaluation included a campus-wide survey of the Presidents performance followed by evaluation in closed session with the members of the Board of Trustees. Members of the Board were also surveyed and their input utilized in the evaluation process and discussion.

13. What is the Boards role in budgeting and other fiscal responsibilities?

- ✓ The board reviews and approves the annual tentative and adopted budget. The board established a policy that requires a minimum of 5% be held in reserve for the college. One of the board goals is fiscal solvency and the board uses it as a guiding principal to review and approve the budget provided by staff.

14. What college improvements have you seen since the last accreditation process and the colleges warning with recommendations?

- ✓ The college has experienced great strides in the following areas since the last accreditation cycle.
 - Institutional Planning Process – included resource allocation
 - Climate of the campus and the collegiality of constituent groups working together
 - Student Success efforts – especially in supporting incoming first year student success center.
 - TMC - 18 approved by the chancellor's office
 - Presidential selection process



ACCREDITATION SELF-EVALUATION 2014

- New Master plan, new IT plan and facility update plan documents
- New Mission statements
- During the difficult State Budget time-frame the college had no layoffs and only one semester of minimal course deductions.
- Increased outreach efforts
- Implemented two new educational centers
- Conducted and once again going to implement Community educational forums.

15. What major issues are the college facing - what do you see boards role in addressing them?

- ✓ The college is facing increased state mandates regarding Student Success and Student Equity. The board has supported the efforts of the college staff and worked with constituents in their service areas to open doors to access community organizations and resources.
- ✓ The college is currently experiencing lower than expected enrollment following the State budget cuts and forced decreases in sections. The Board is working with staff to implement new marketing and outreach efforts to bring in students to meet growth targets.

16. What are the Board relationships with each other?

- ✓ Board members work well together in a polite and collegial effort to support the college and its students. The focus on students is a common theme for all members and this brings them together on most issues.

17. How does the board address its own professional growth?

- ✓ The Board set professional development as one of its goals last year and this year. Board members are encouraged to seek growth opportunities and report back to the full board about the experiences. The Boards master calendar includes scheduled professional development activities.

18. What do you see as the current and future board challenges?

- ✓ Individual board member to respond.

19. Tell us more about the issues you faced related to the development of degrees and the former President's discrimination complaint – how were they handled and what was the outcome?

- ✓ Individual board members to respond.

Accreditation 2014



Accreditation Team Site Visit Monday, September 29 - Thursday, October 2, 2014

All Staff Invited!

▶ **Tuesday, September 30**

8:30-9:00 a.m., LR128

Meet and Greet Accreditation Team

5:00-6:00 p.m., Board Room

Open Forum with Accreditation Team

▶ **Wednesday, October 1**

11:00 a.m.-12 p.m., LR128

Open Forum with Accreditation Team

▶ **Thursday, October 2**

11:00 a.m.-12 p.m., Wray Theater

General Presentation and Exit Report

Authorized release time provided to classified staff with supervisor's approval

