

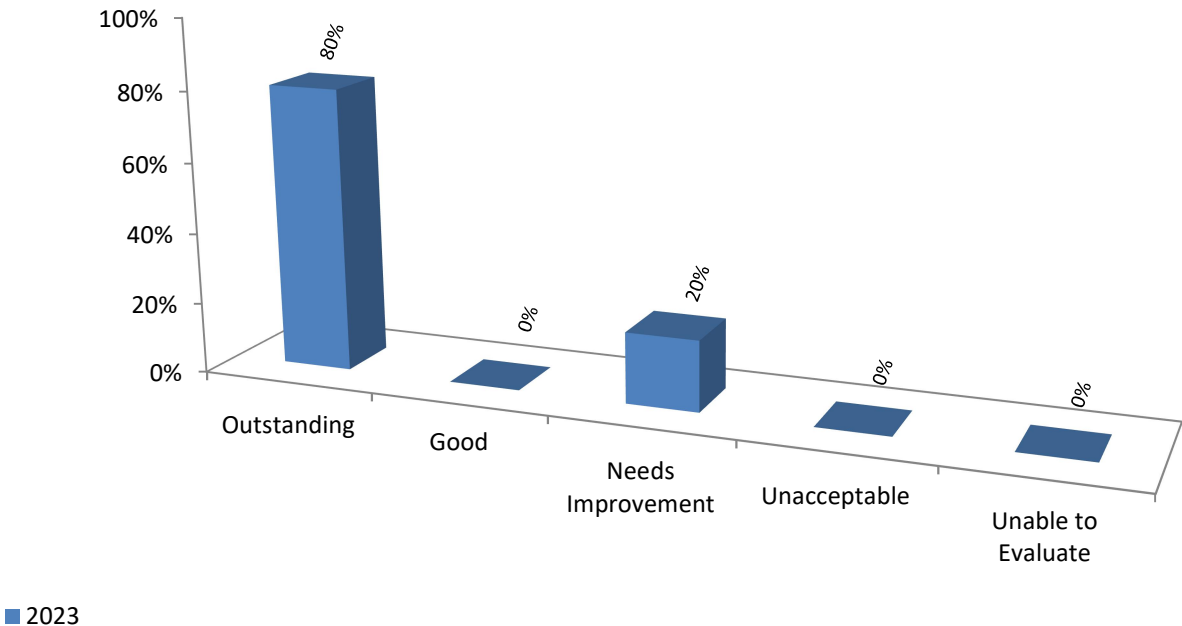
Coast Community College District

Board of Trustees Self-Evaluation

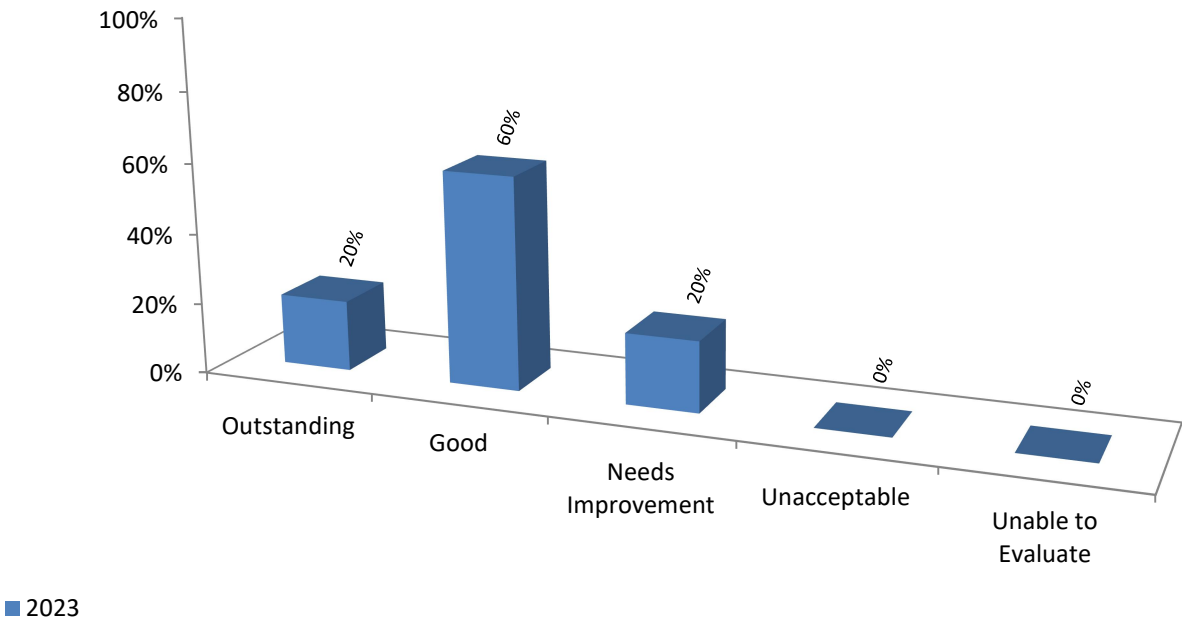
Fall 2023 (5 responses)

Mission and Planning

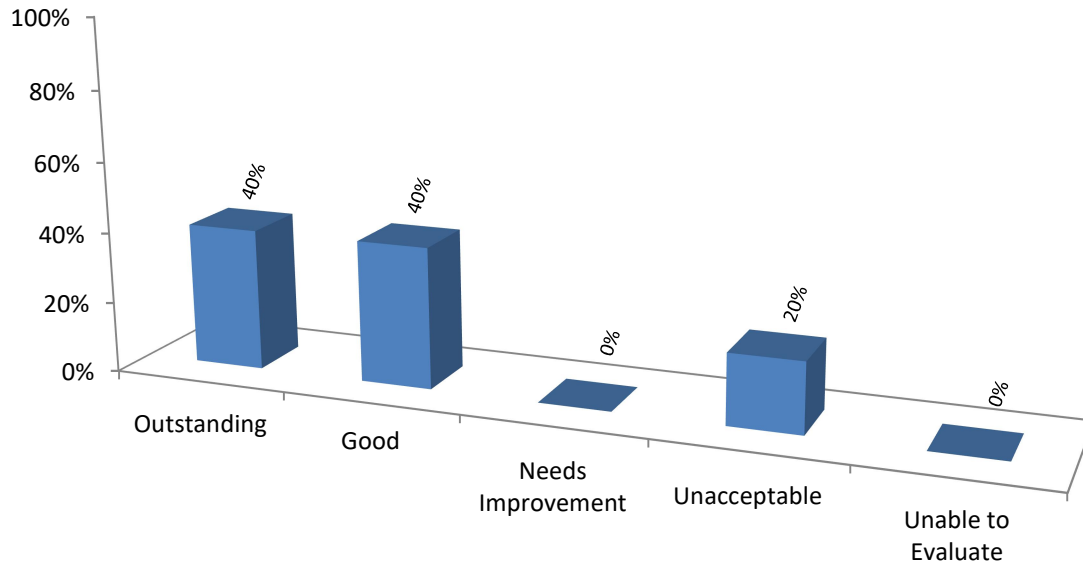
1 The Board regularly reviews the mission and purposes of the institution.



2. The Board spends adequate time discussing future needs and direction of the district.

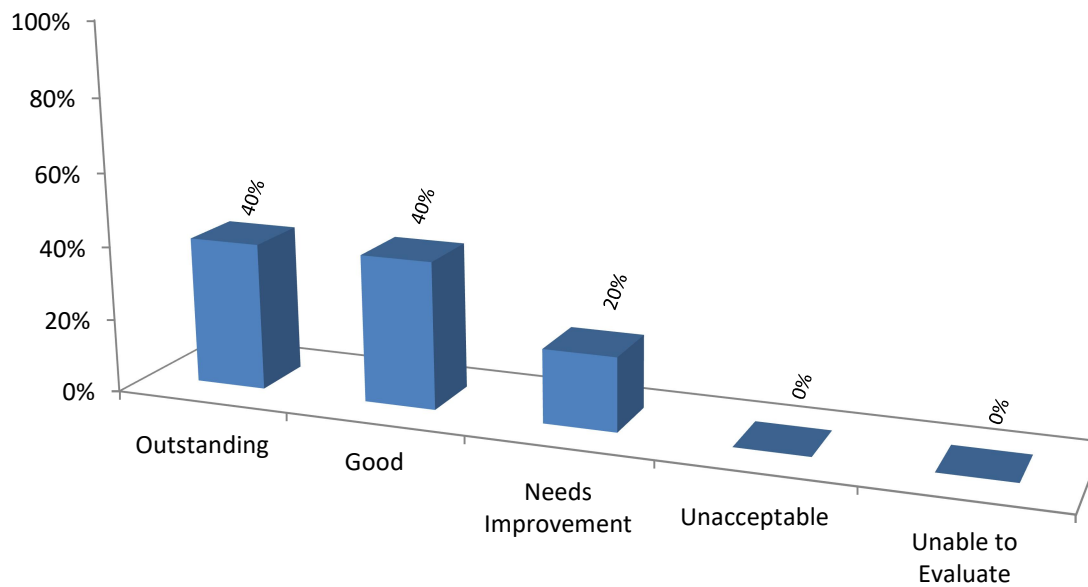


3. The Board assures that there is an effective planning process and is appropriately involved in the process.



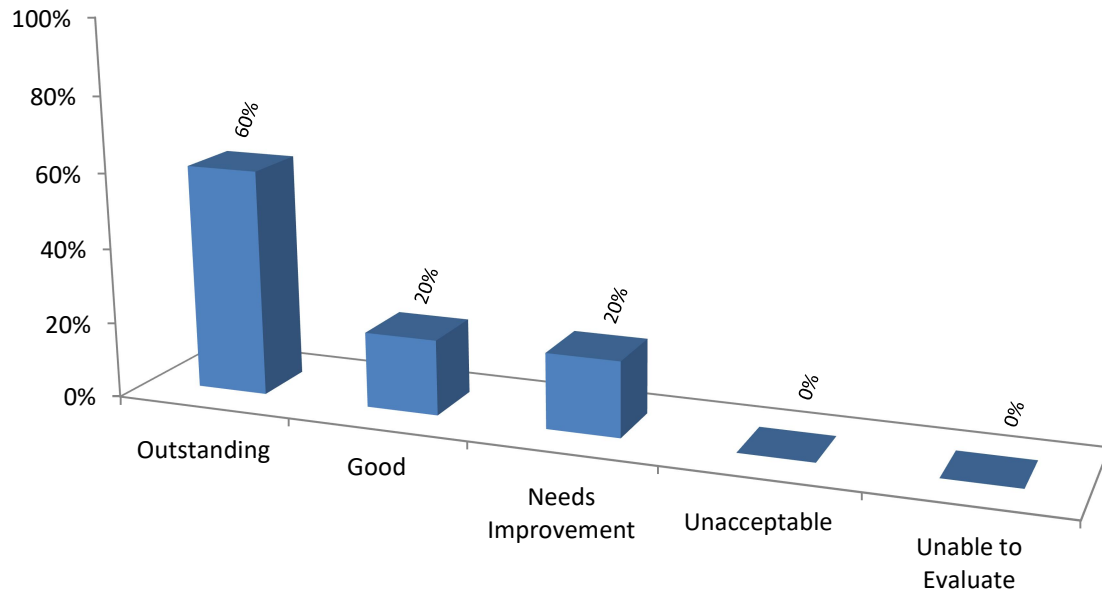
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4. The Board assures that district plans are responsive to community needs.



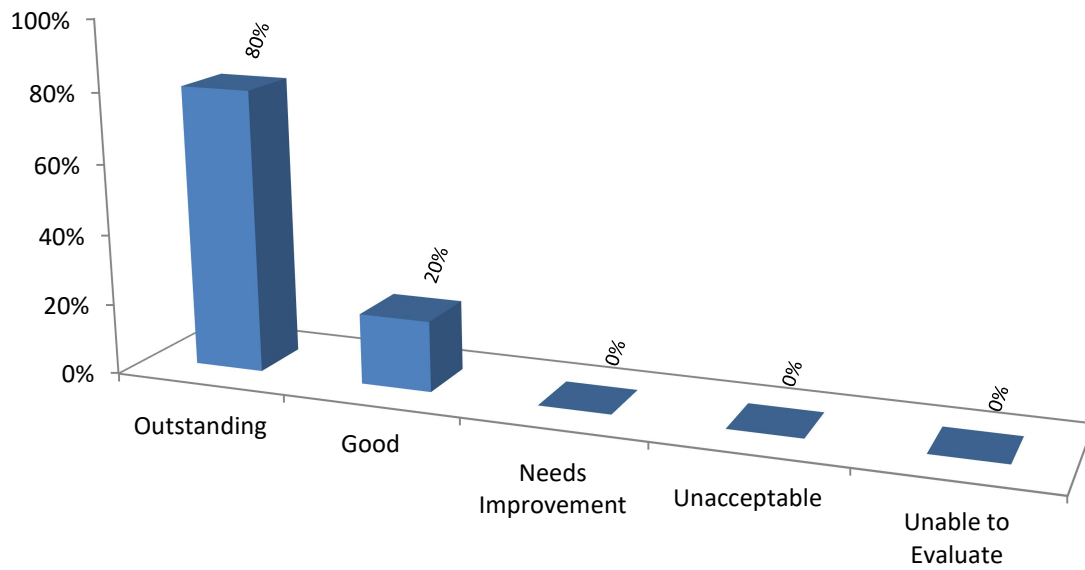
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5. The Board has adopted and monitors the implementation of the district's strategic, educational and facilities master plans.



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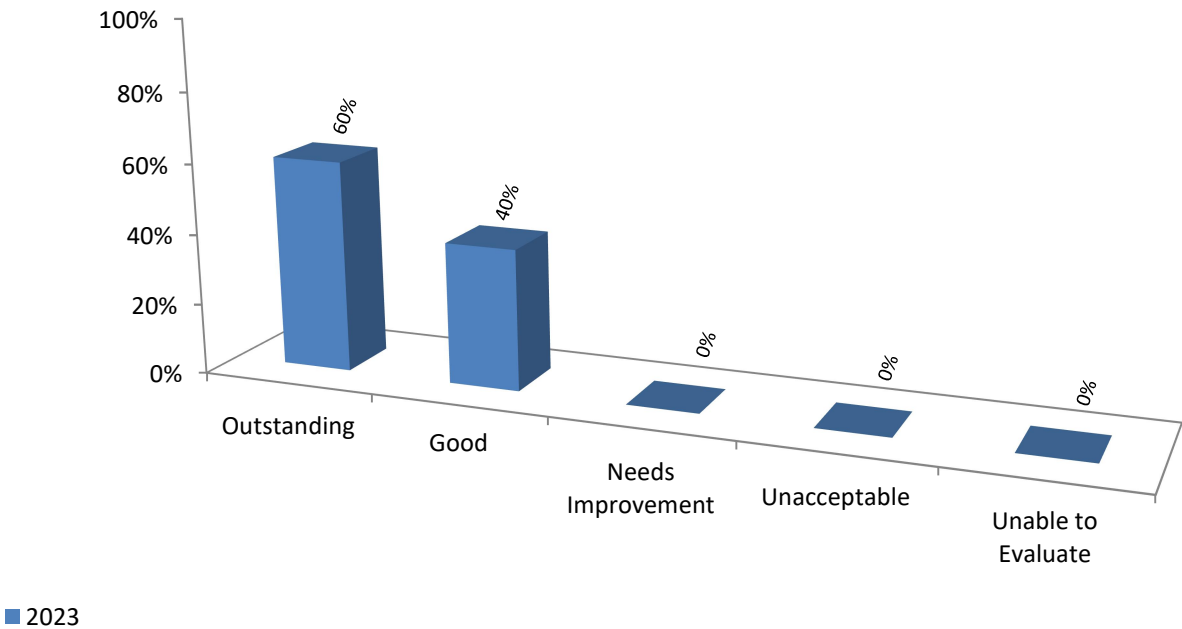
6. The Board sets annual goals or priorities in conjunction with the CEO and monitors progress towards them.



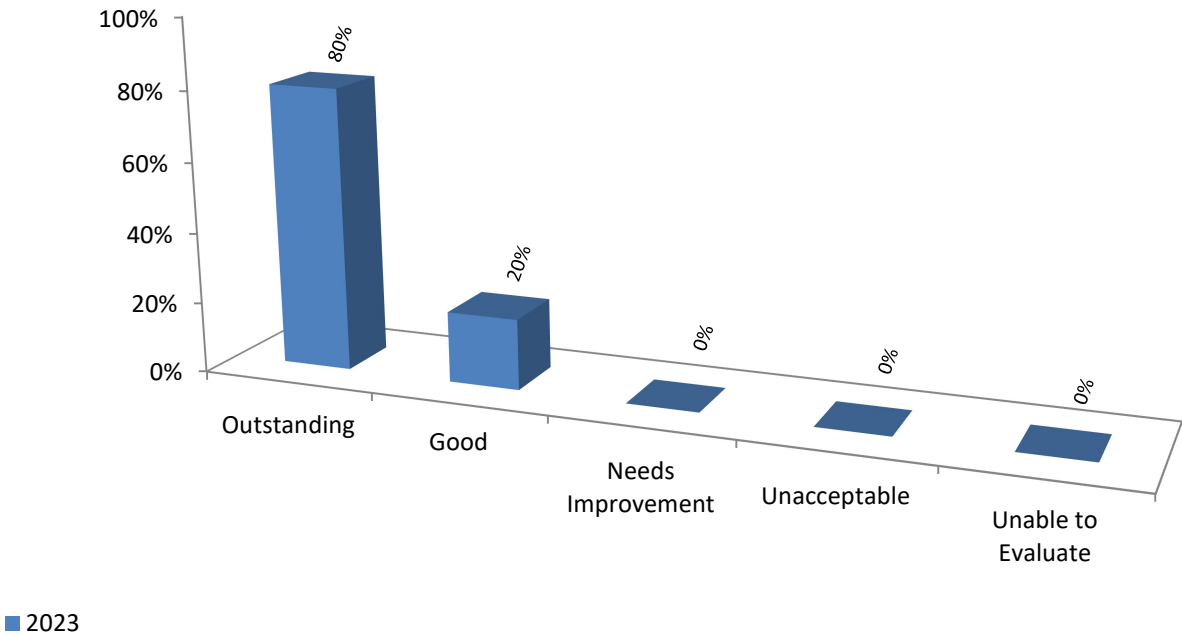
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Policy Role

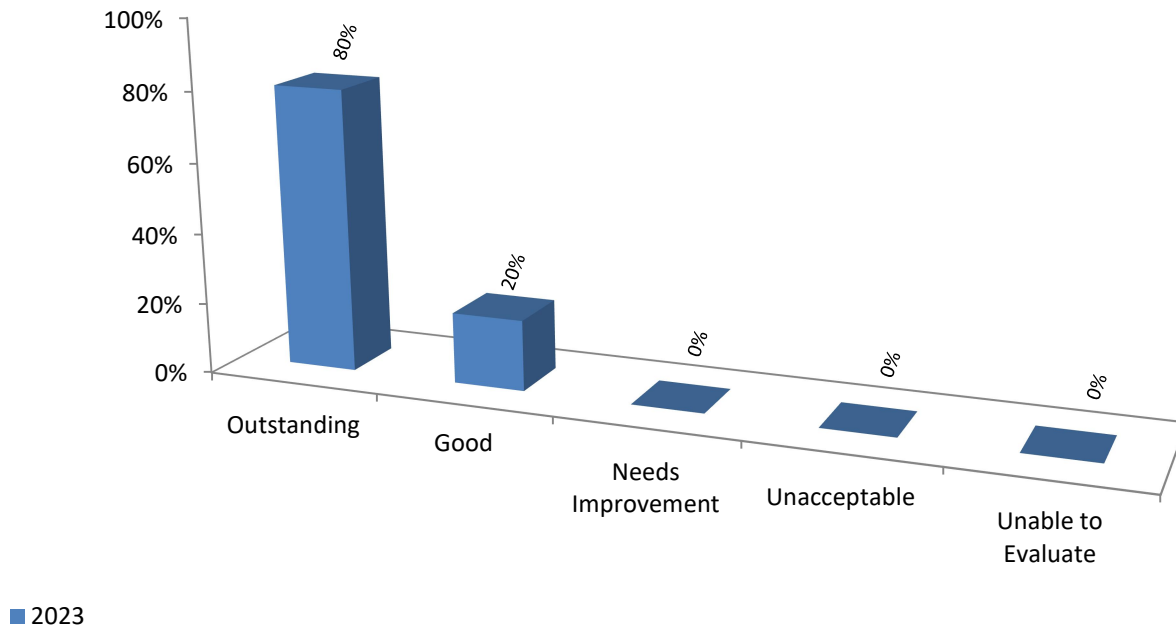
7. The Board clearly understands its policy role and differentiates its role from those of the CEO and college staff.



8 The Board assures that the district complies with relevant laws, regulations and accreditation standards.

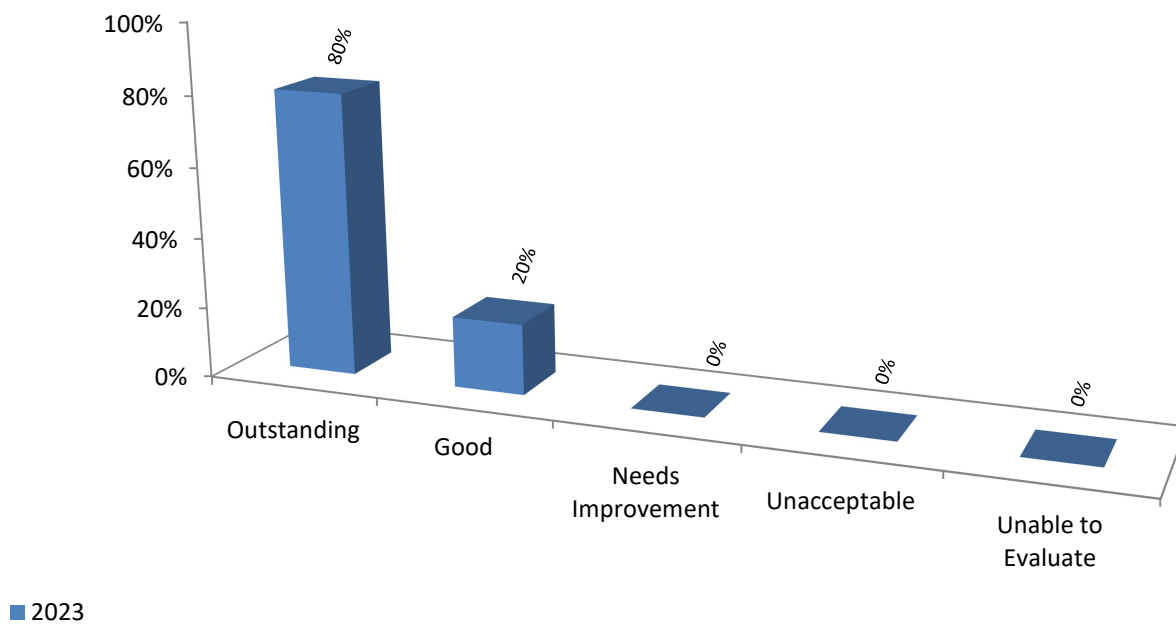


9. The Board relies on Board policy in making decisions and in guiding the work of the district.

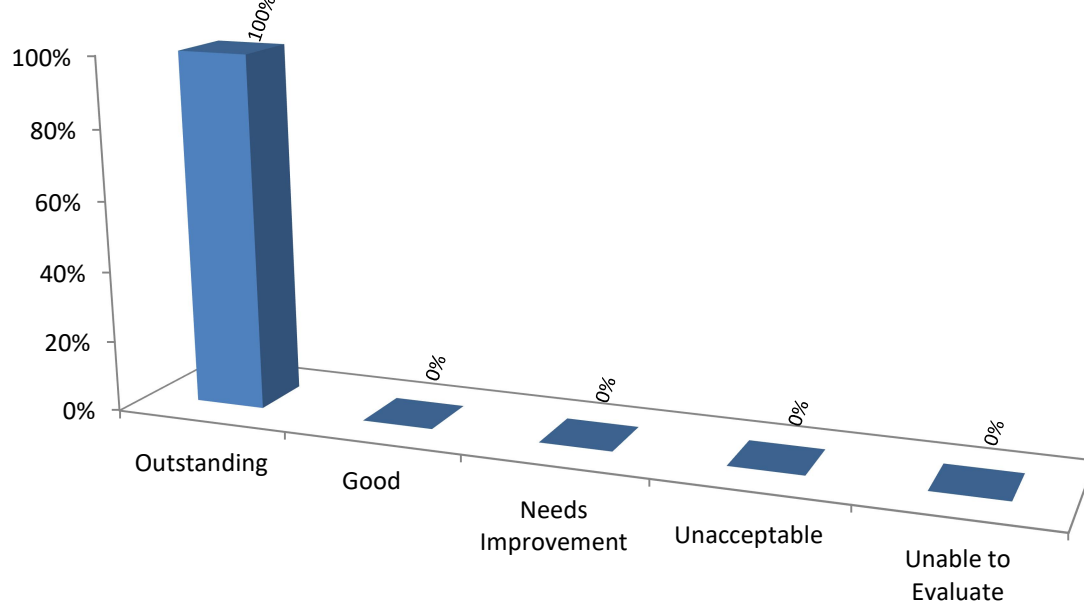


Board – CEO Relations

10. The Board maintains a positive working relationship with the CEO.

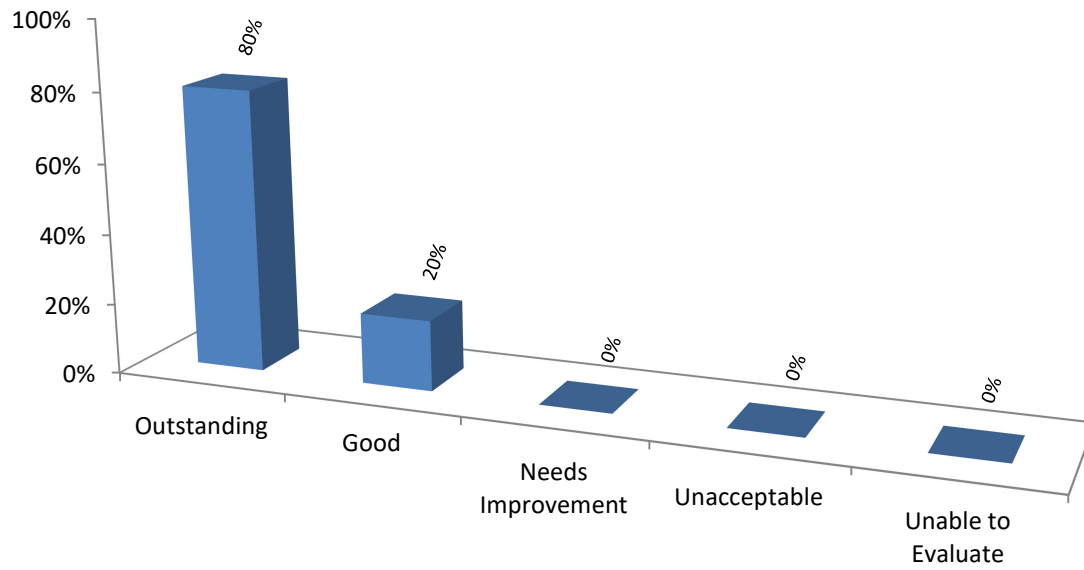


11. The Board clearly delegates the administration of the district to the CEO.



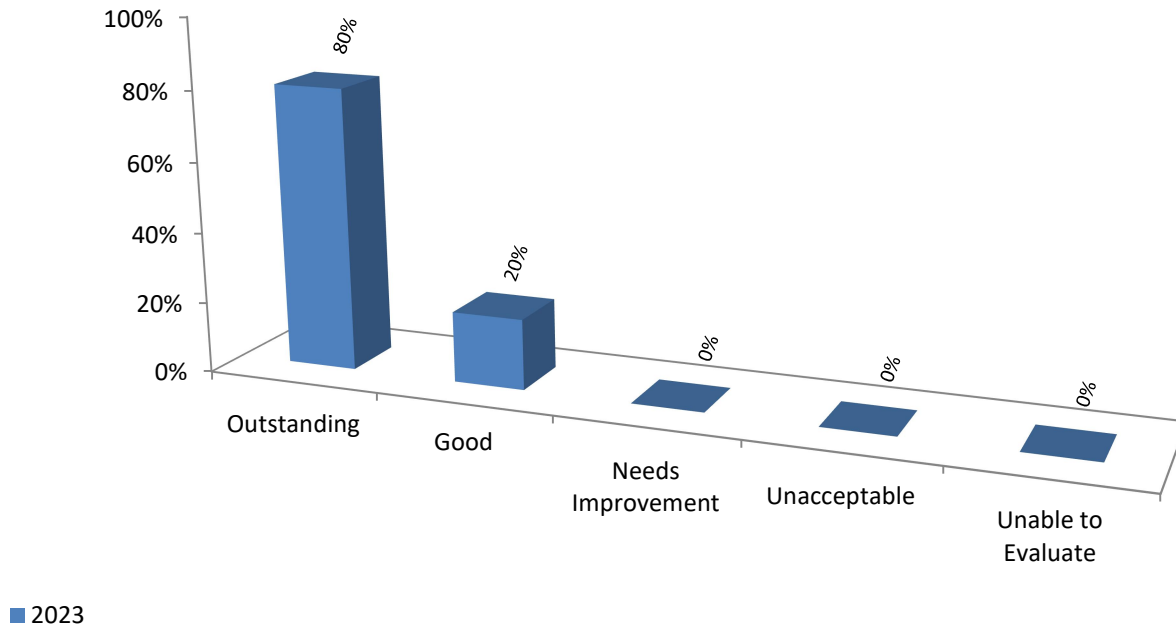
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12. The Board sets and communicates clear expectations for CEO performance.

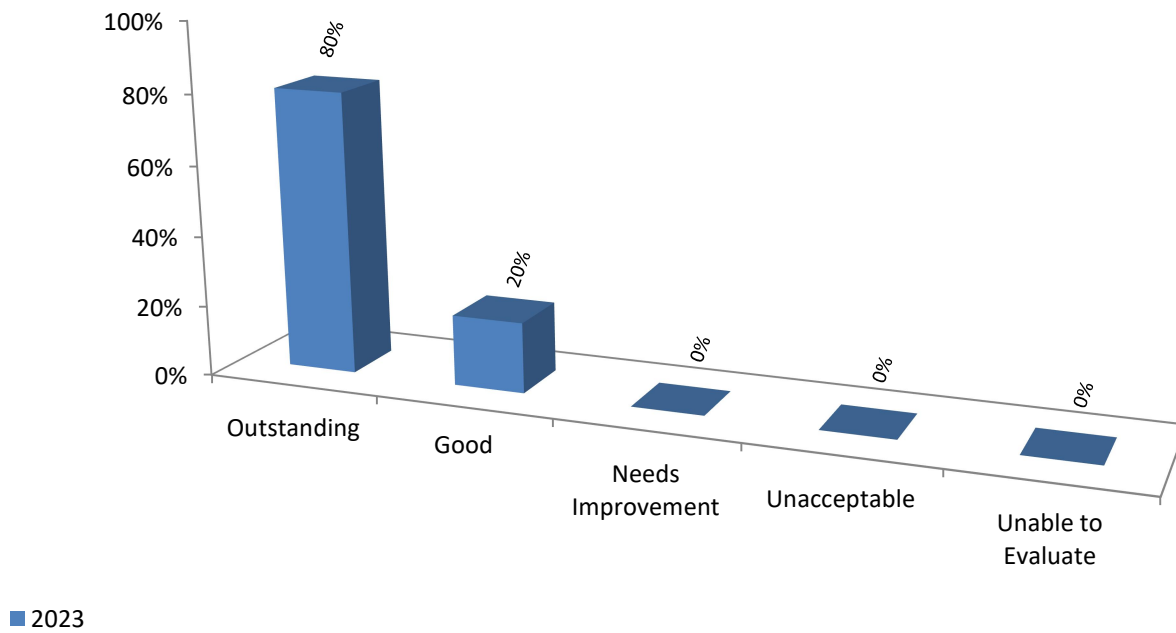


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13. The Board regularly evaluates CEO performance.

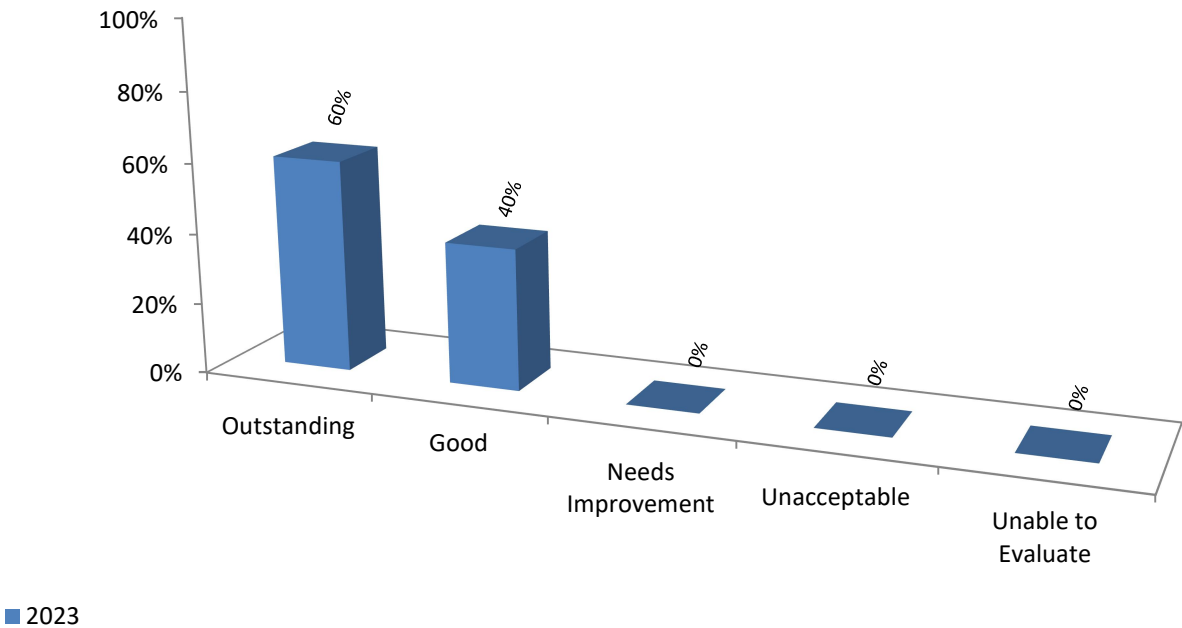


14. The Board periodically reviews the CEO contract to assure appropriate support and compensation.

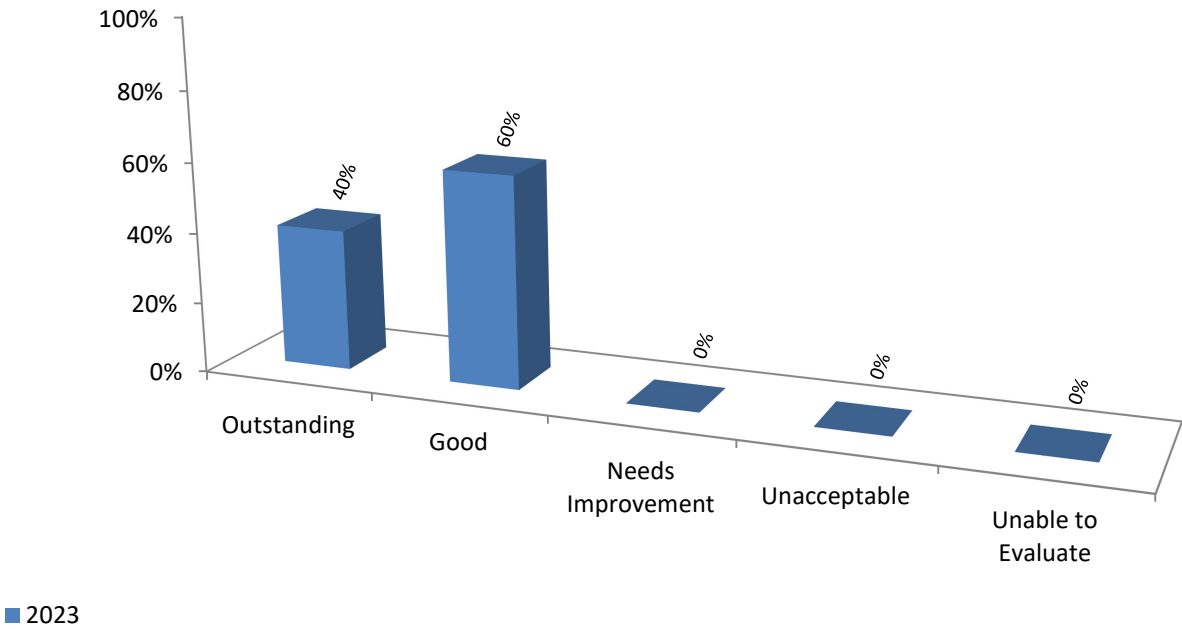


Community Relations & Advocacy

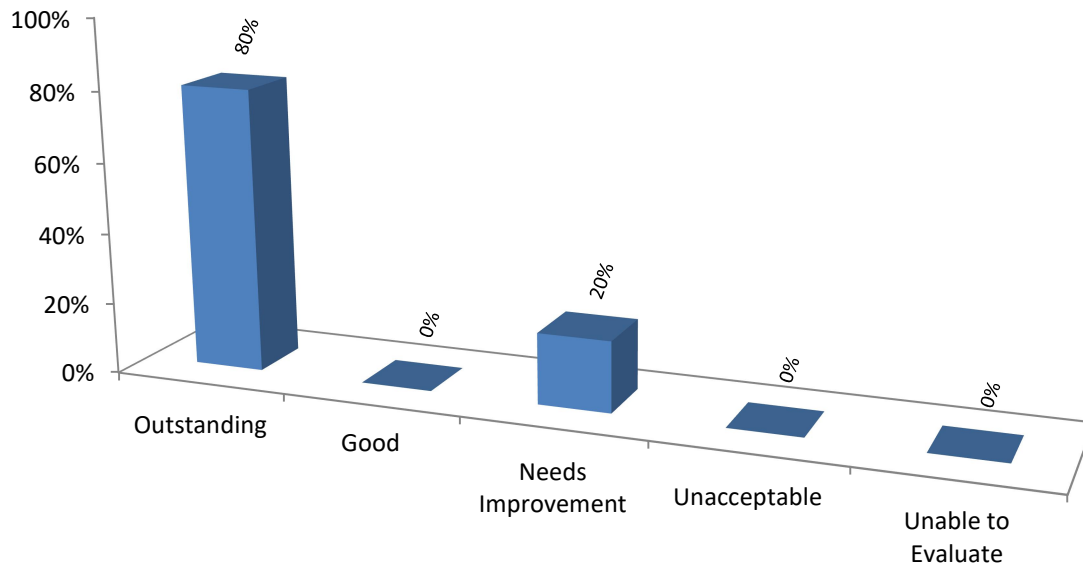
15. Board members act on behalf of the public and citizens in the district when making decisions.



16. Board members are active in community affairs.

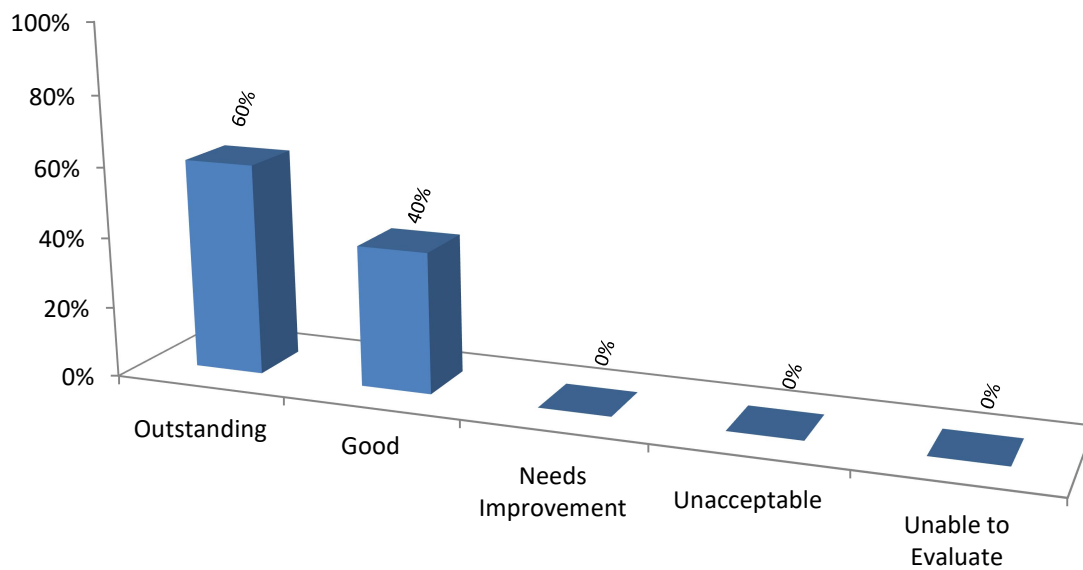


17. The Board advocates on behalf of the district to local, state, and federal governments.



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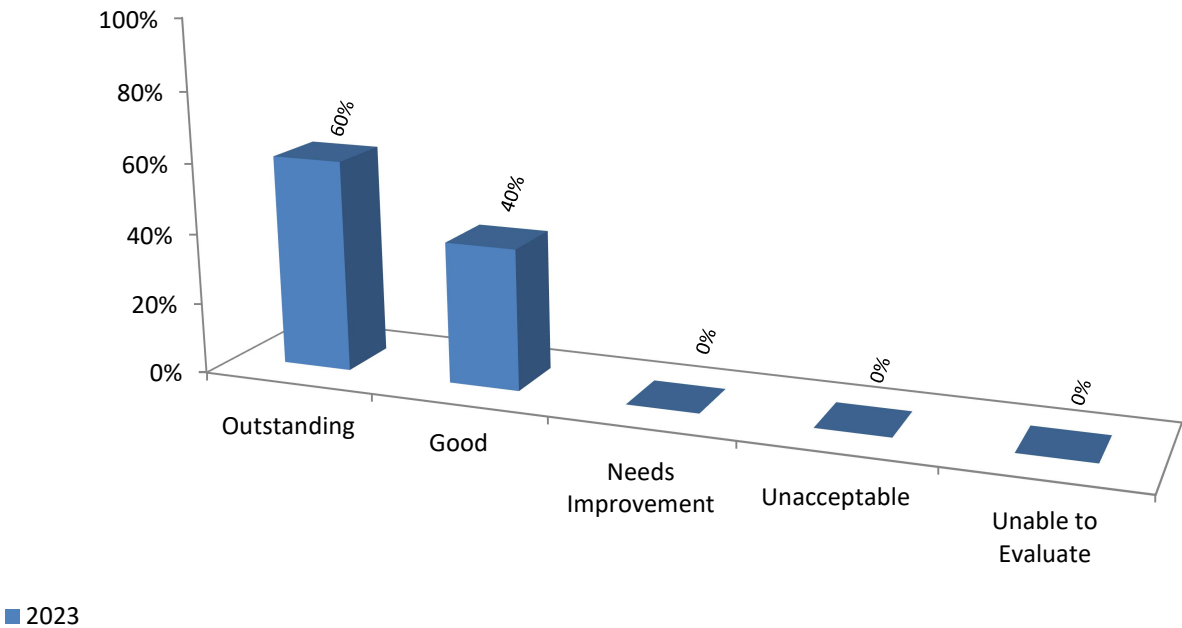
18. The Board actively supports the district's foundation(s) and fundraising efforts.



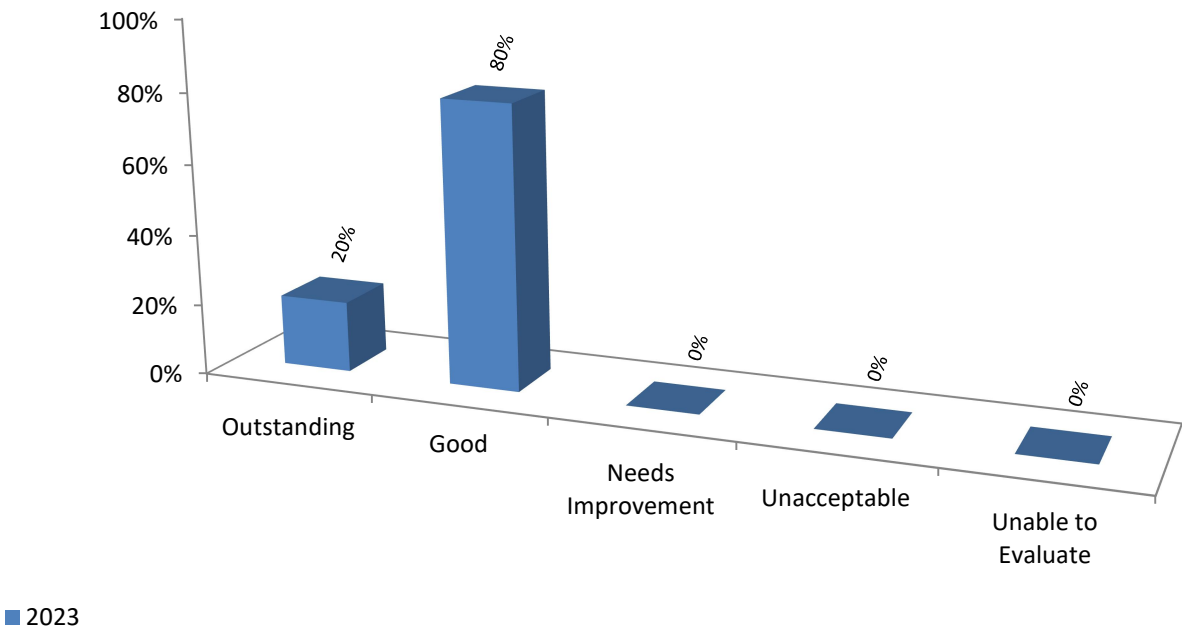
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Educational Programs and Quality

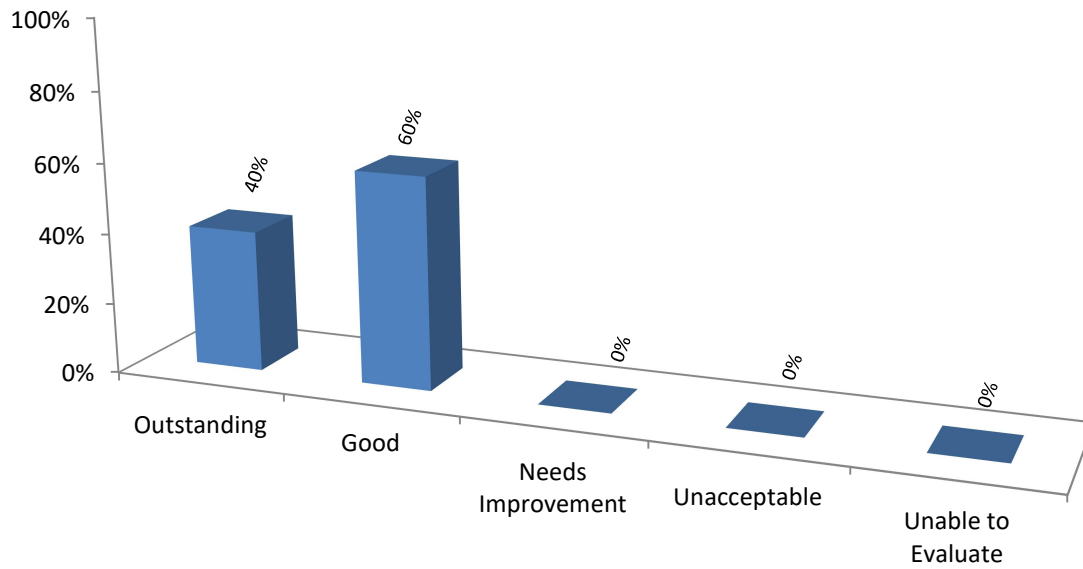
19. The Board is knowledgeable about the District's programs and services.



20. The Board is knowledgeable about the educational and workforce training needs in the community.

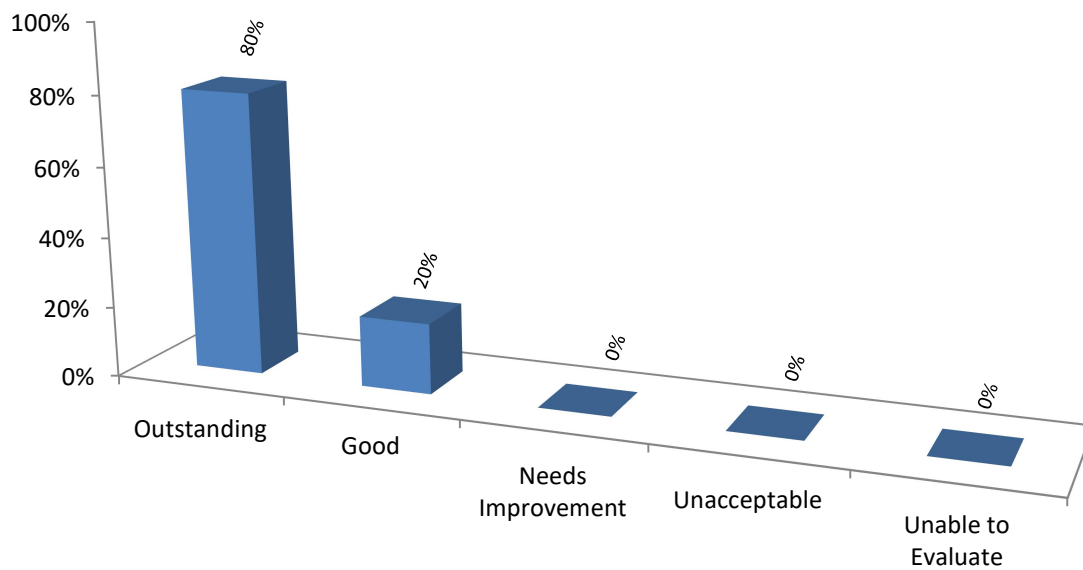


21. The Board has established expectations or standards that enable it to monitor the quality and effectiveness of the educational program.



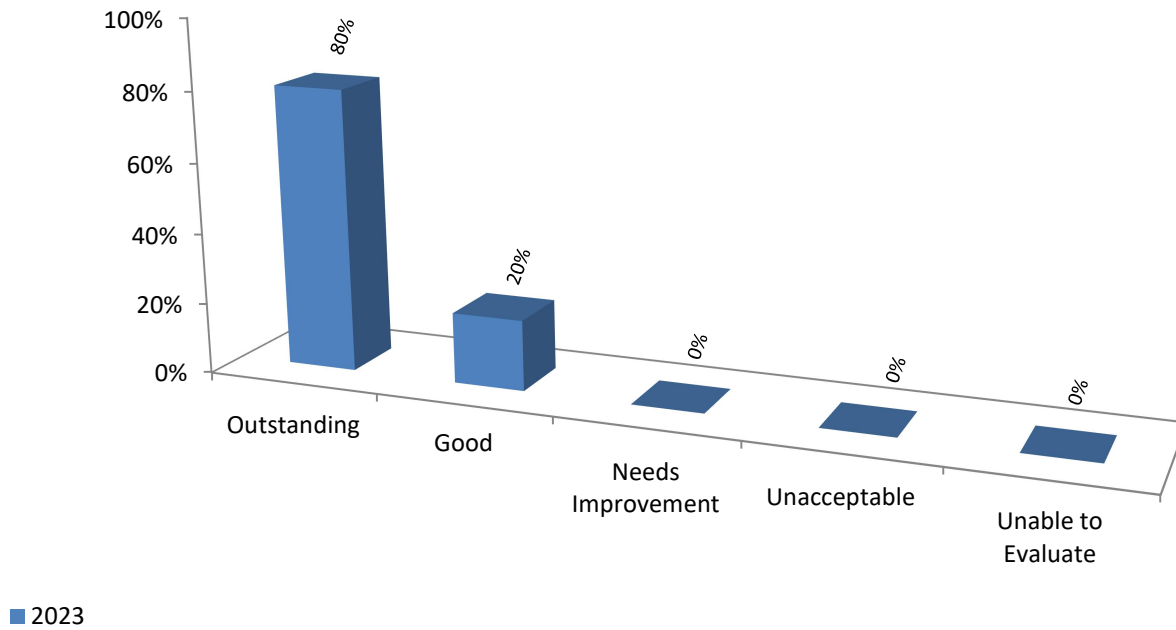
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22. The Board regularly receives and reviews reports on institutional effectiveness.

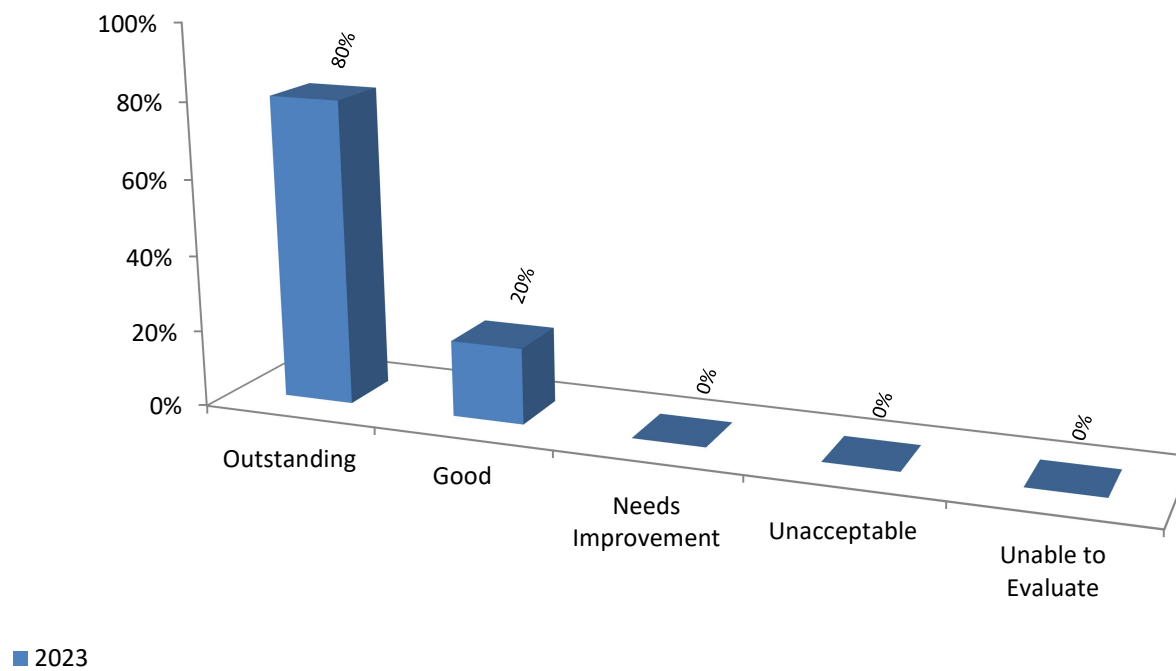


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23. The Board is appropriately involved in the accreditation process.

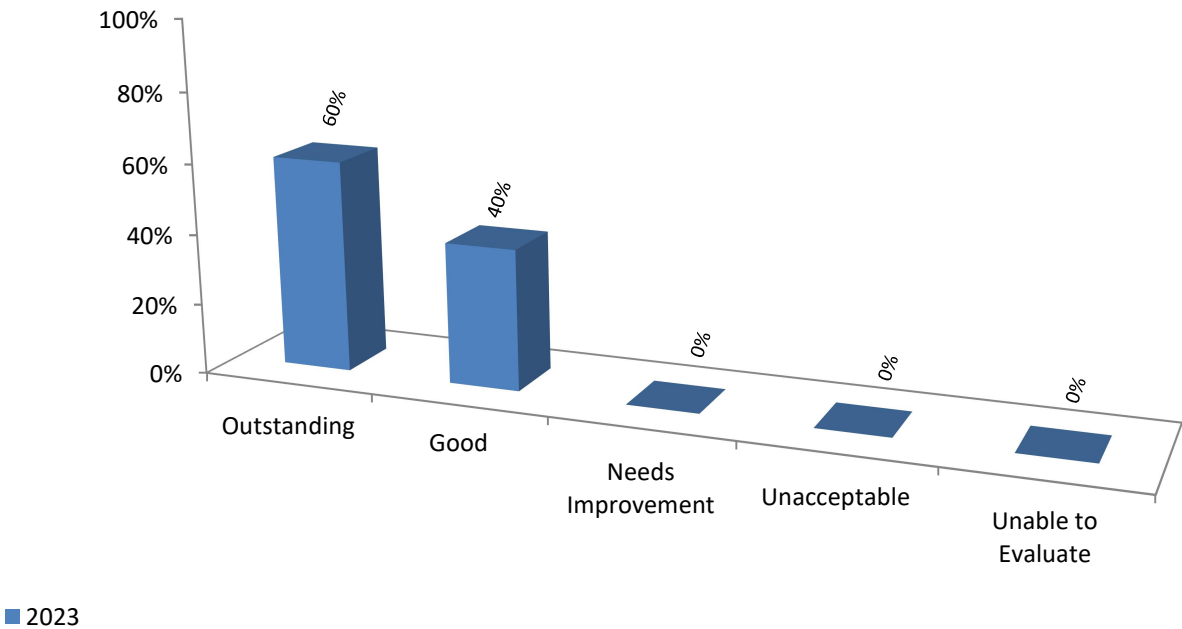


24. The Board understands and protects academic freedom.

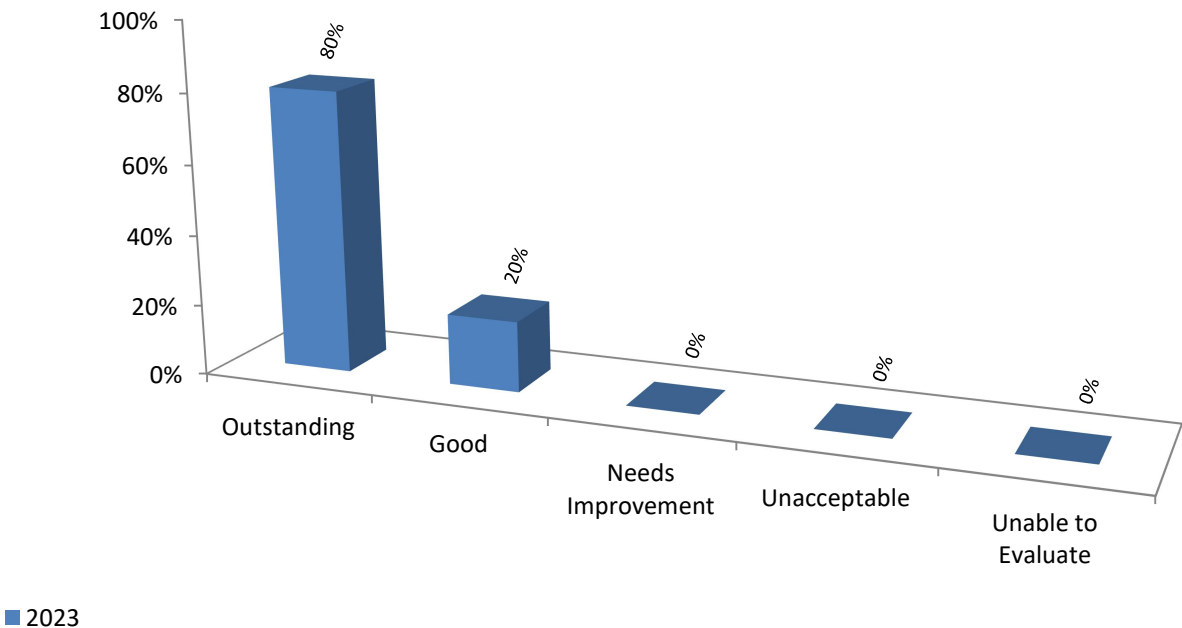


Fiduciary Role

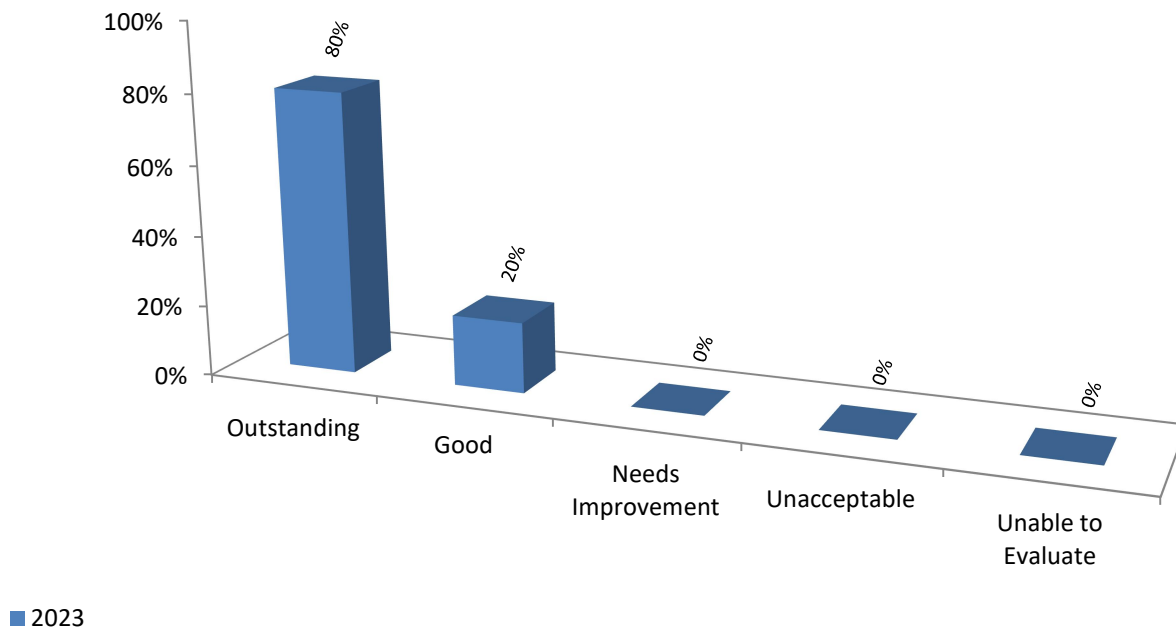
25. The Board assures that the budget reflects priorities in the district's plans.



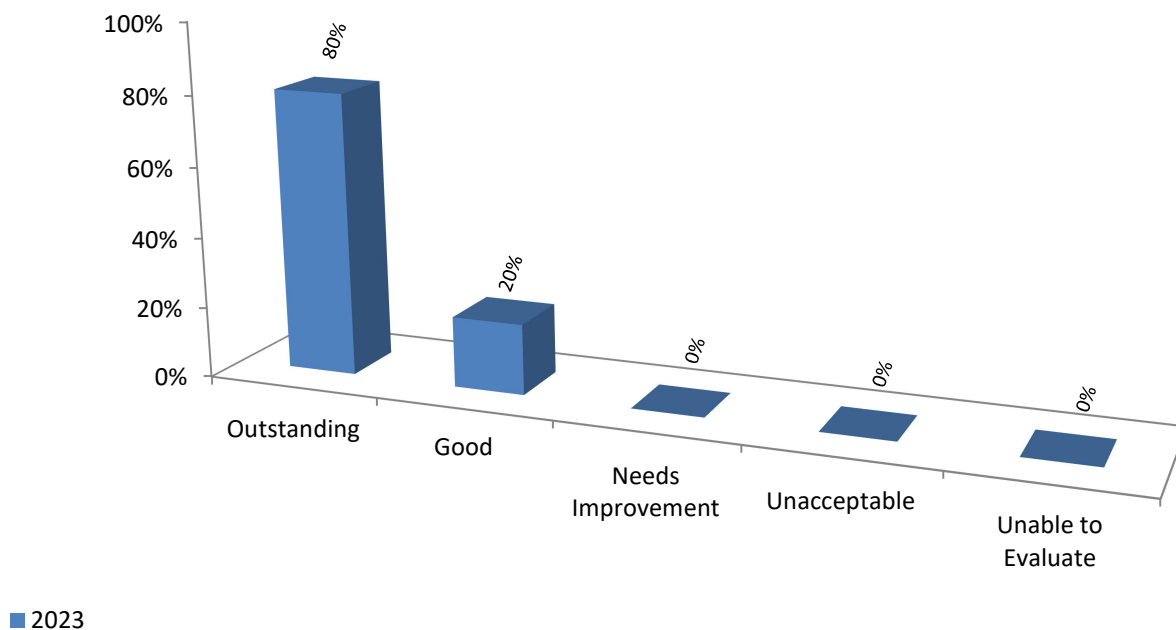
26. Board policies assure effective fiscal management and internal controls.



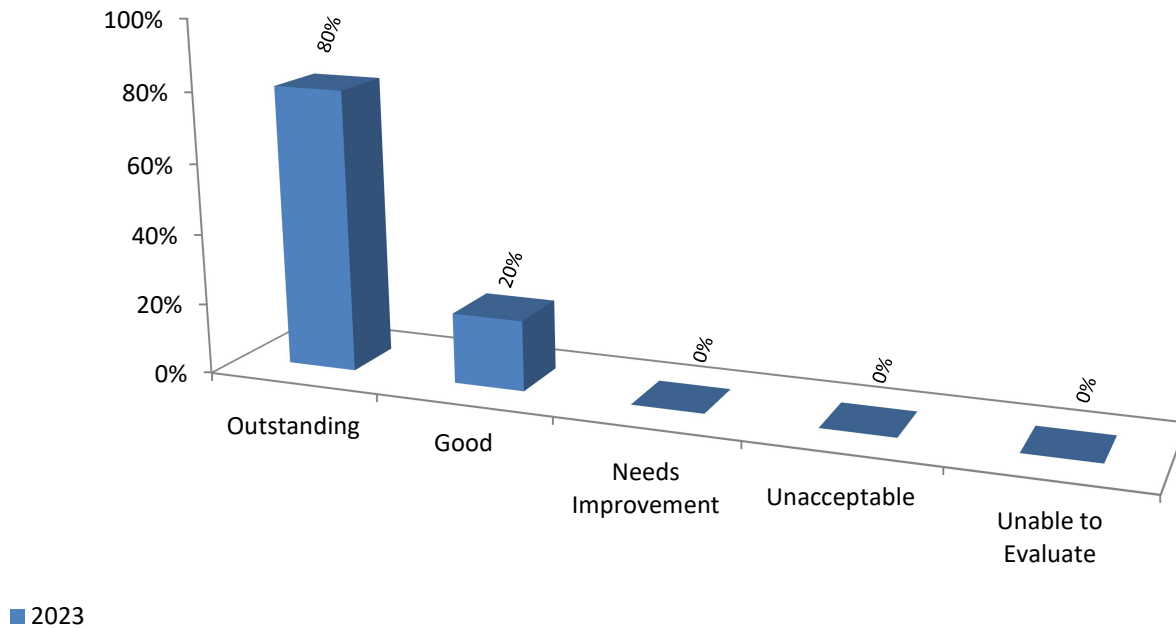
27. The Board regularly receives and reviews reports on the financial status of the institution.



28. The Board reviews the annual audit and monitors responses to recommendations.

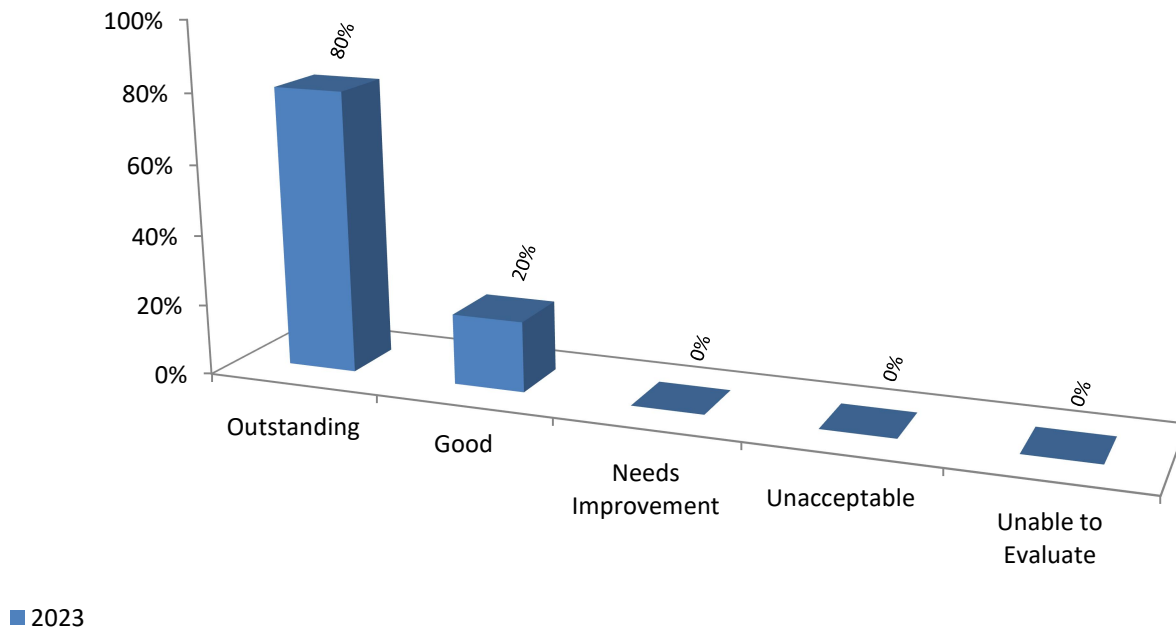


29. The Board maintains an adequate financial reserve.

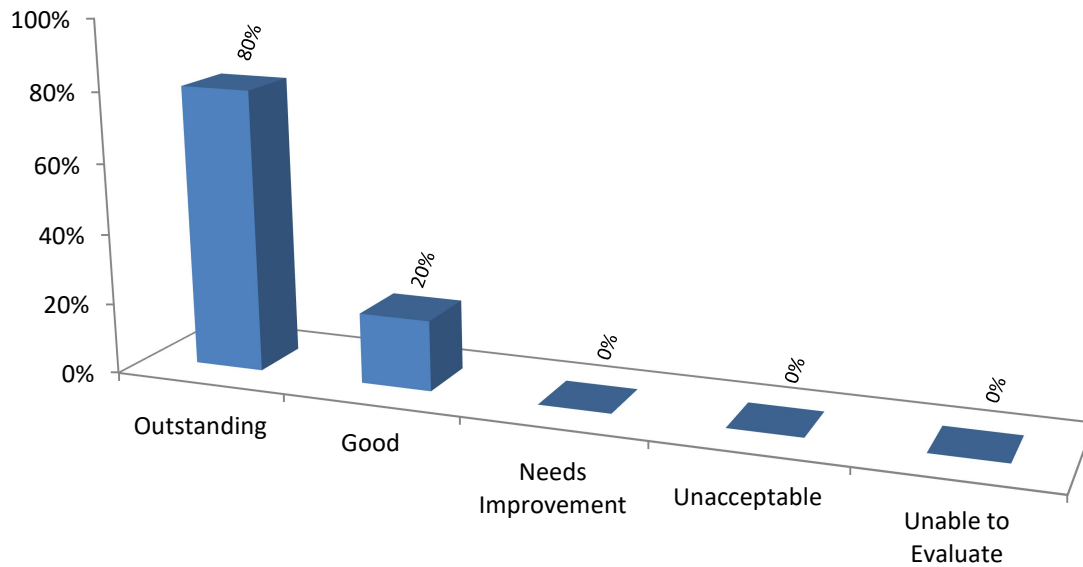


Human Resources and Staff Relations

30. The Board's human resources policies provide for fair and equitable treatment of staff.

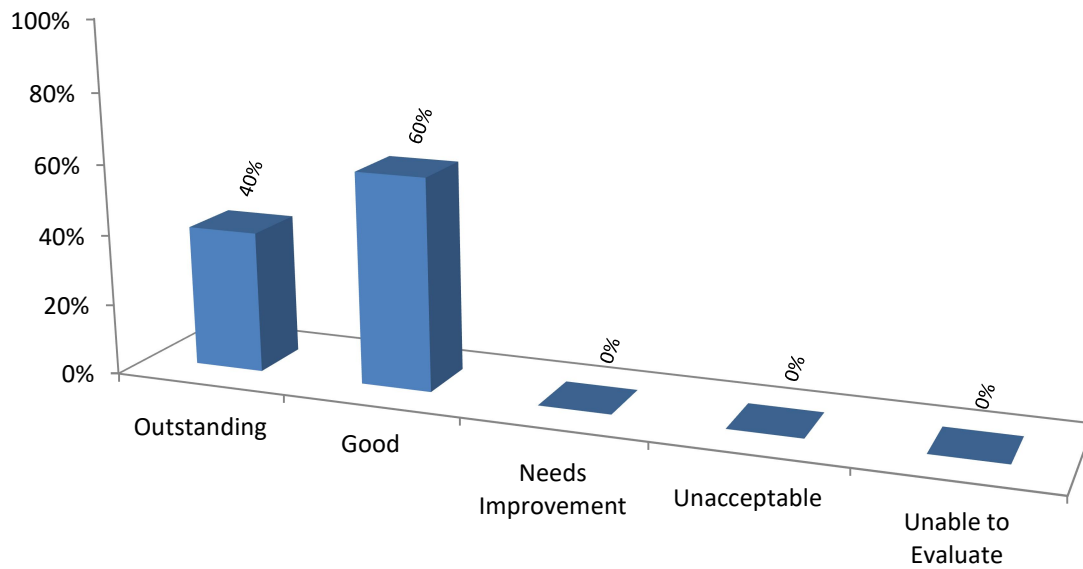


31. The Board has established and follows clear parameters for collective bargaining.



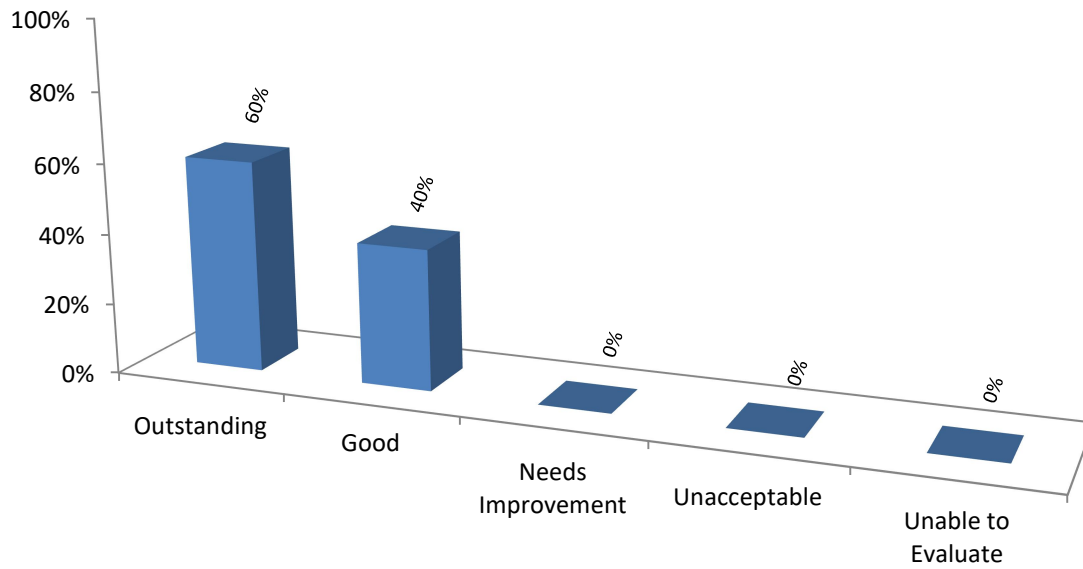
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32. The Board has and follows protocols regarding communication with college employees.



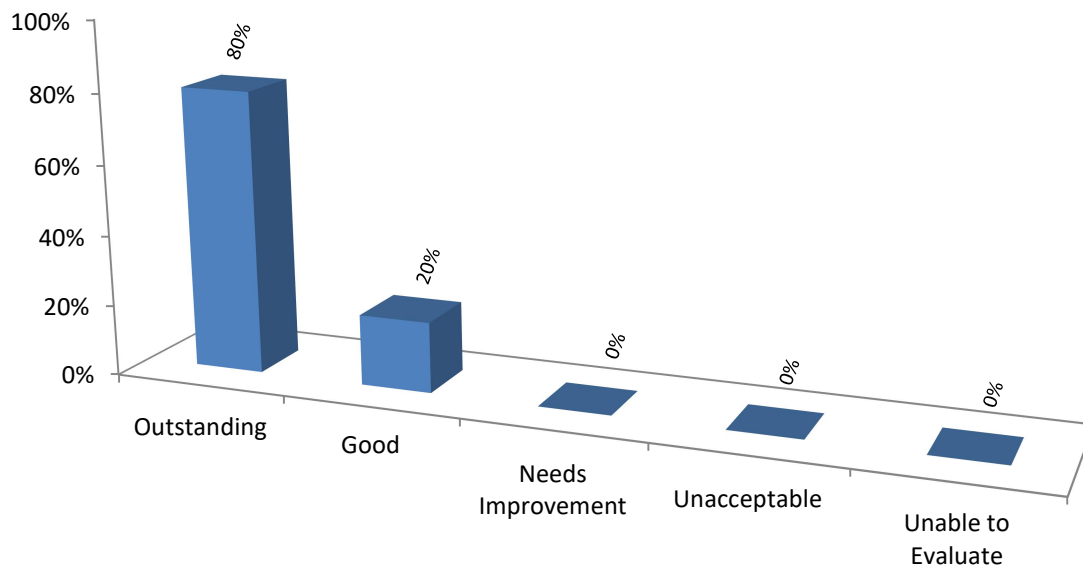
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33. Board members refrain from attempting to manage employee work.



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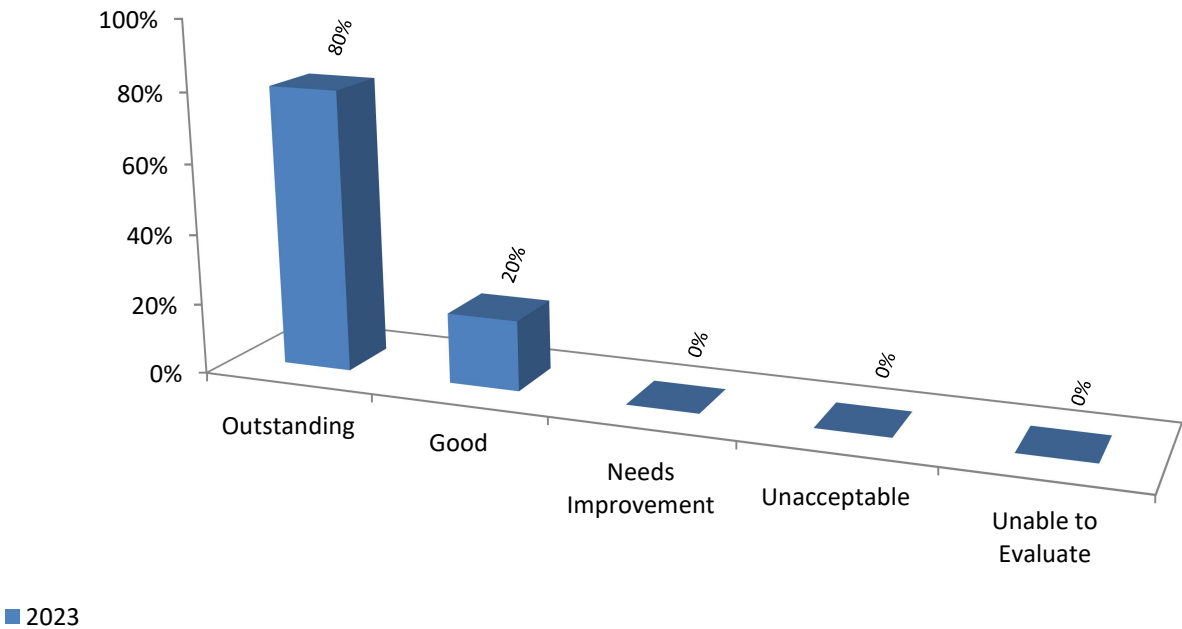
34. The Board expects and supports faculty, staff, and student participation in college decision-making.



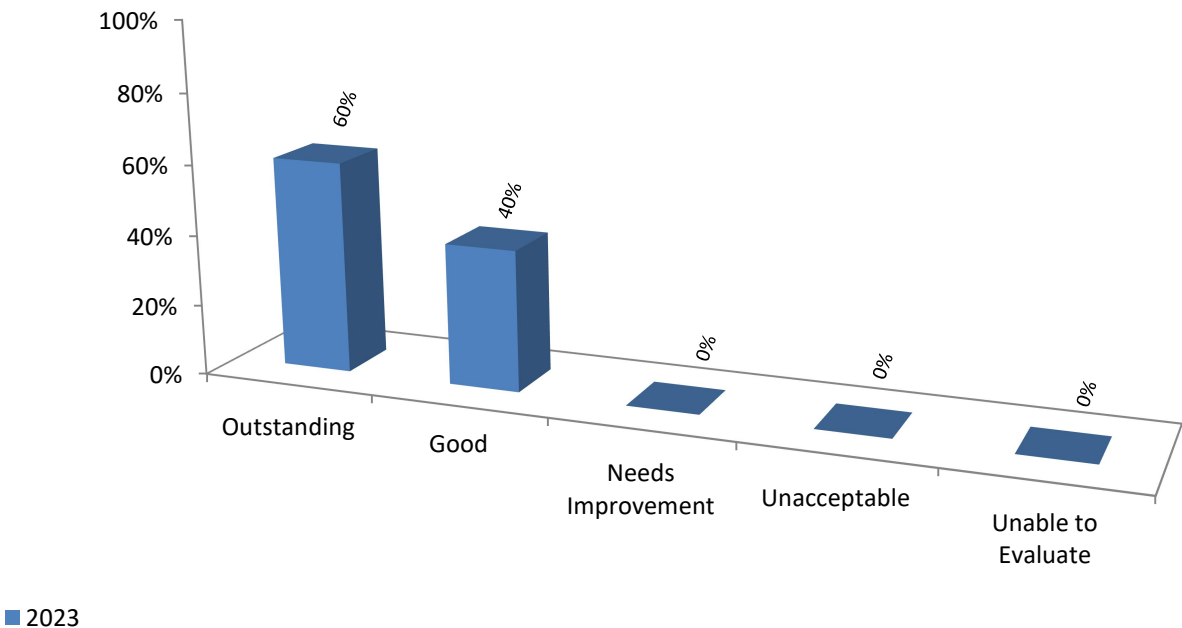
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Board Leadership

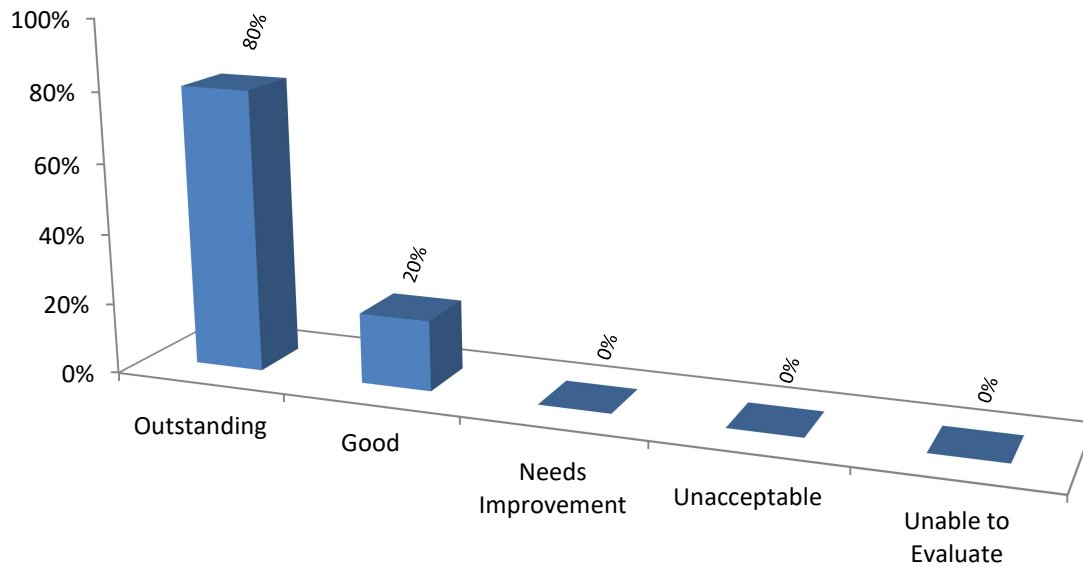
35. The Board understands its roles and responsibilities.



36. The Board expresses its authority only as a unit.

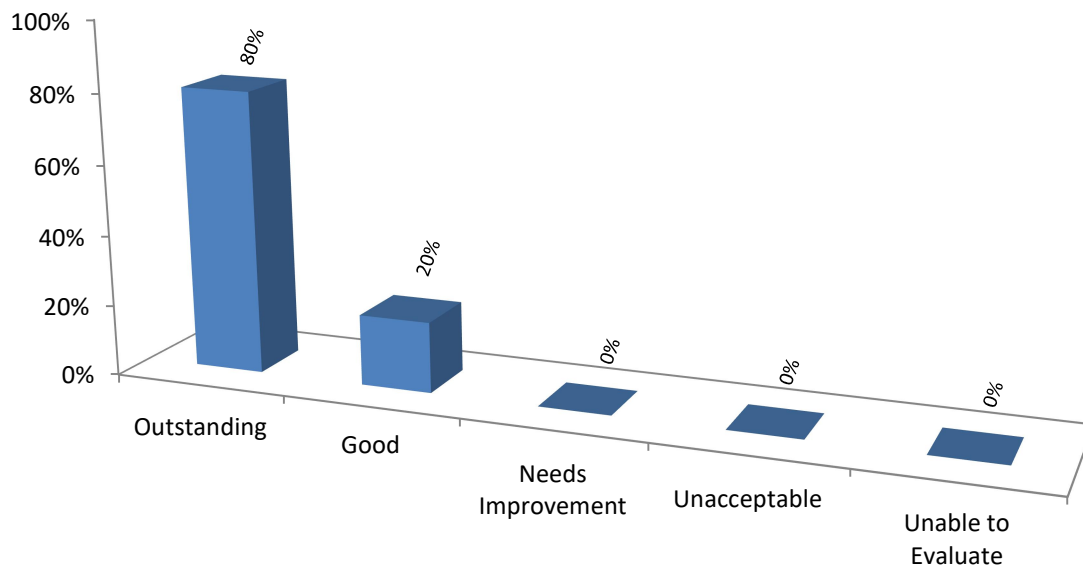


37. Board members understand that they have no legal authority outside Board meetings.



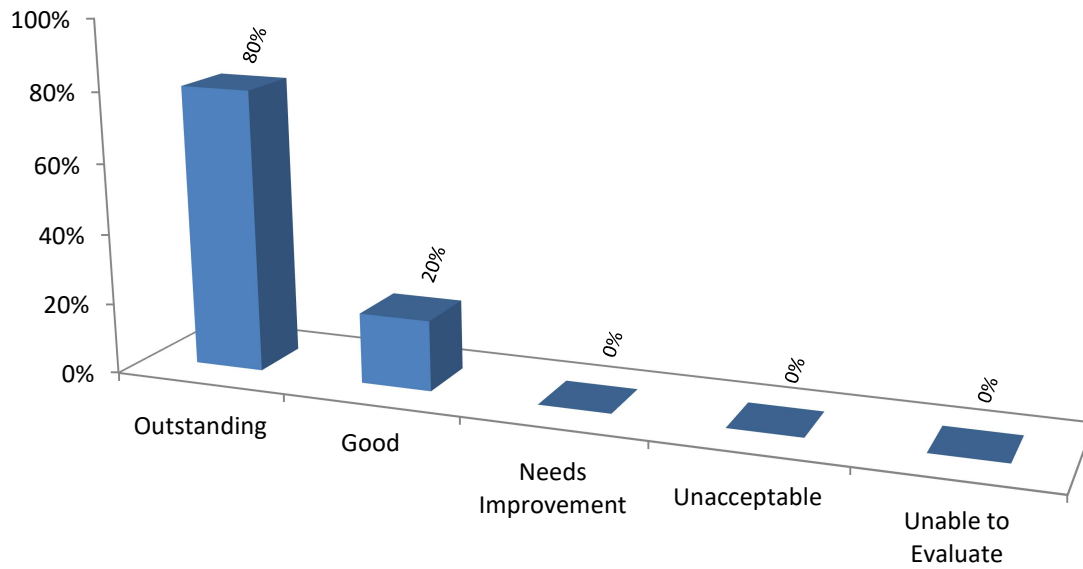
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38. The Board regularly reviews its code of ethics or standards of practice and has a policy on addressing violations of the code.



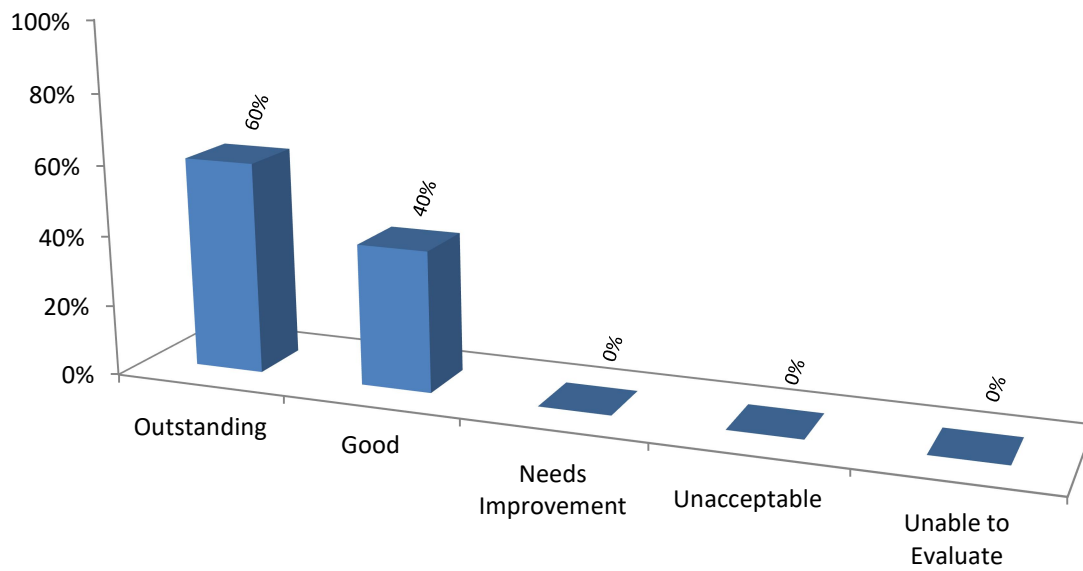
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39. Board members uphold and comply with the board's code of ethics.



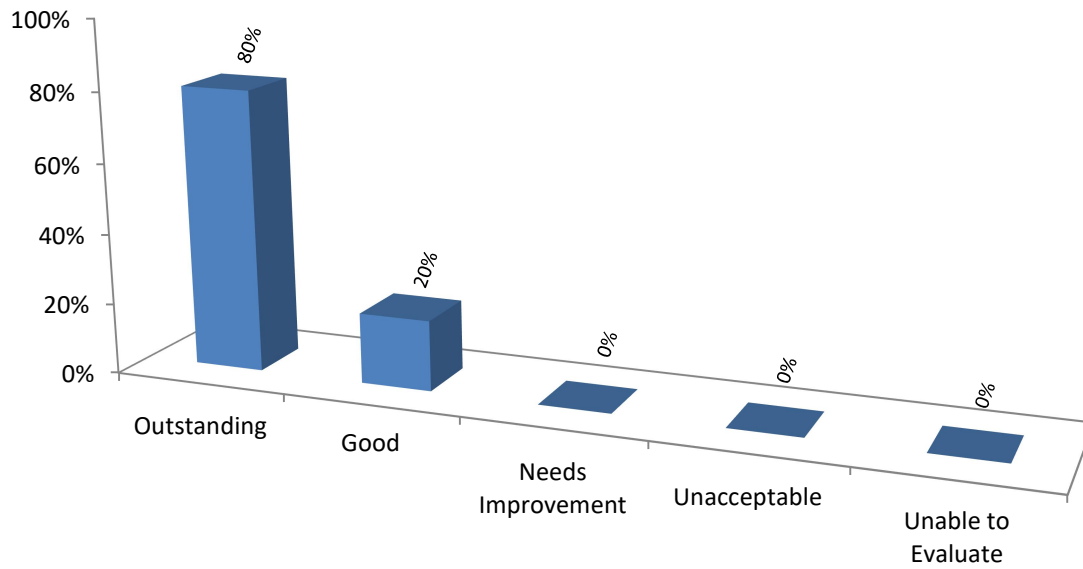
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40. Board members avoid conflicts of interest and the perception of such conflicts.



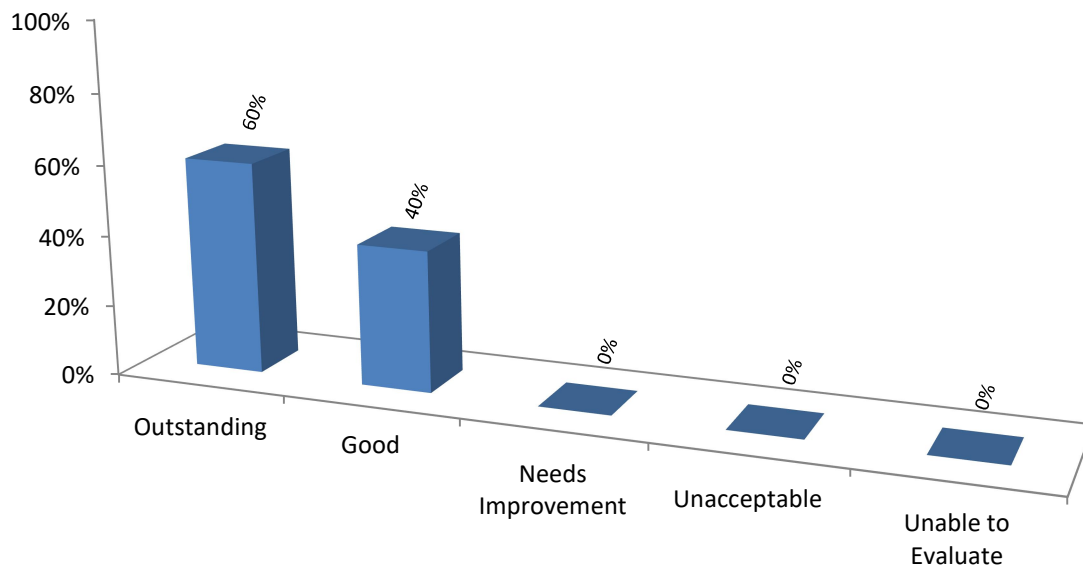
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41. Board members annually file a statement of economic interests.



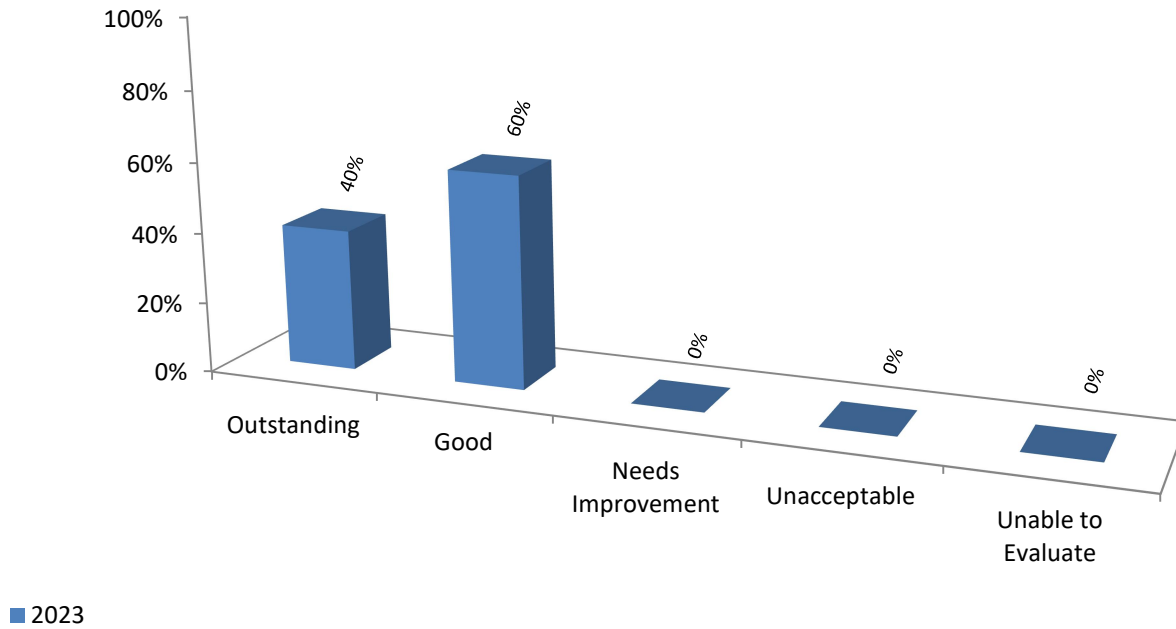
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42. Once a decision is made, Board members uphold the decision of the Board.



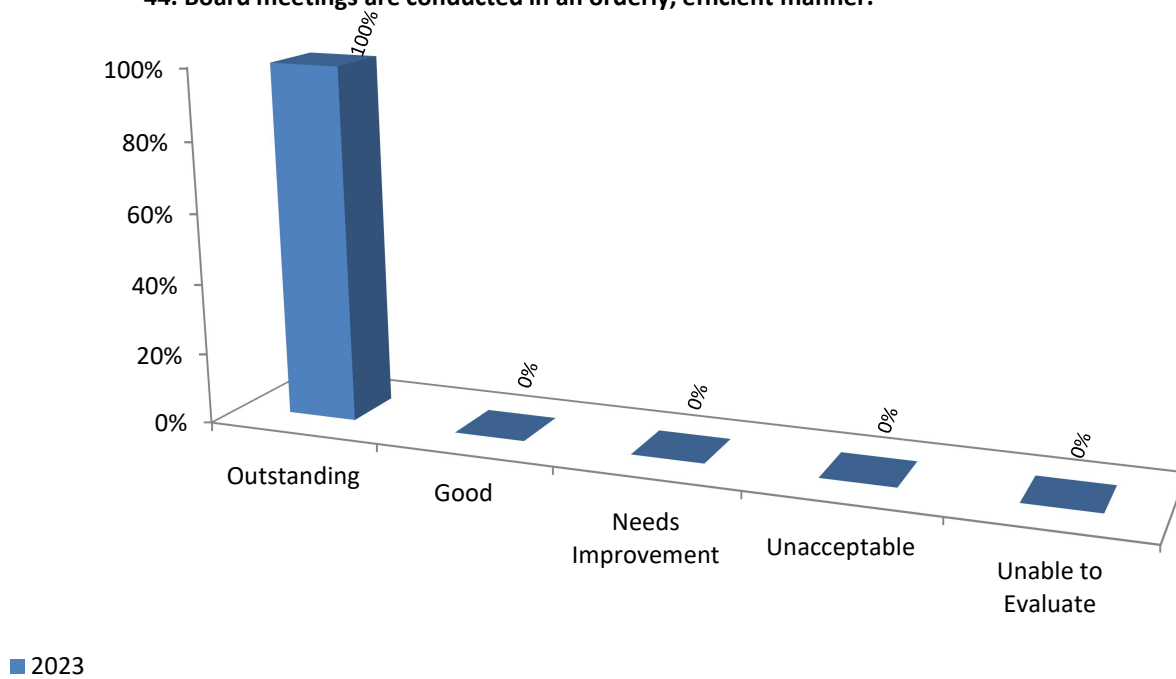
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43. Board discussions and relationships reflect a climate of trust and respect.

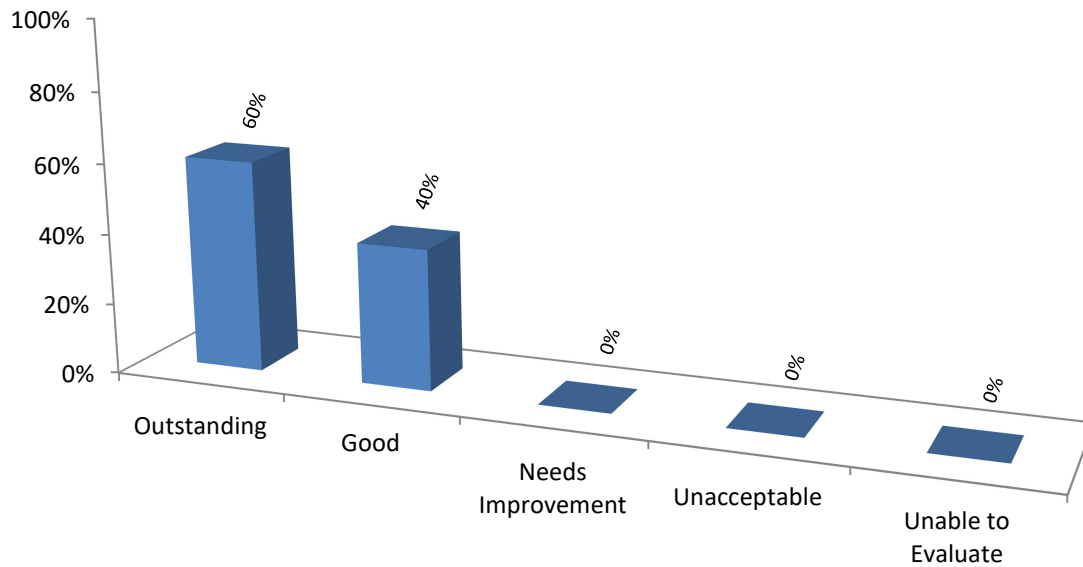


Board Meetings

44. Board meetings are conducted in an orderly, efficient manner.

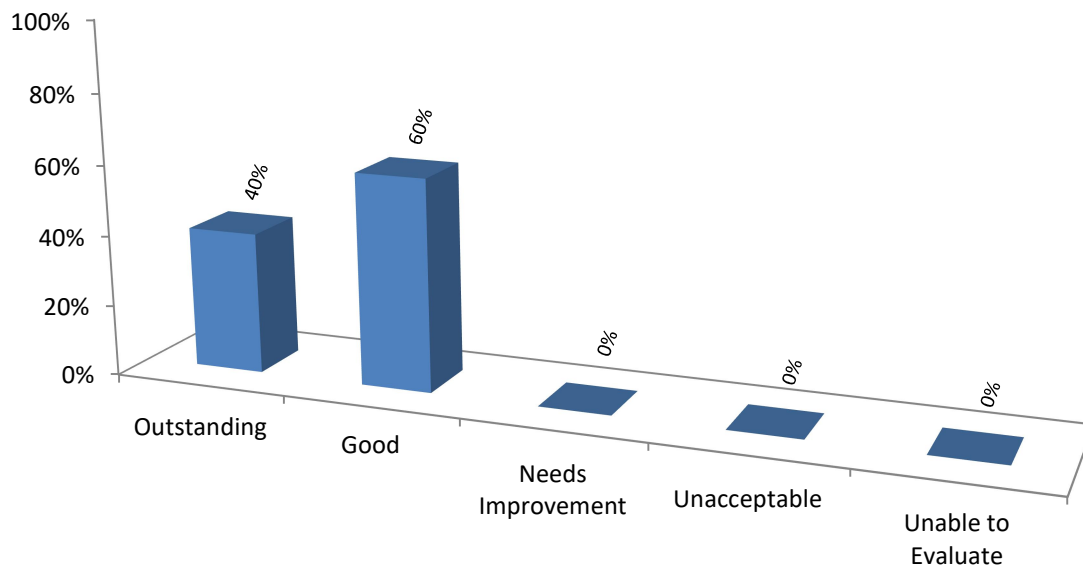


45. Board meetings and study sessions provide sufficient opportunity to explore key issues.



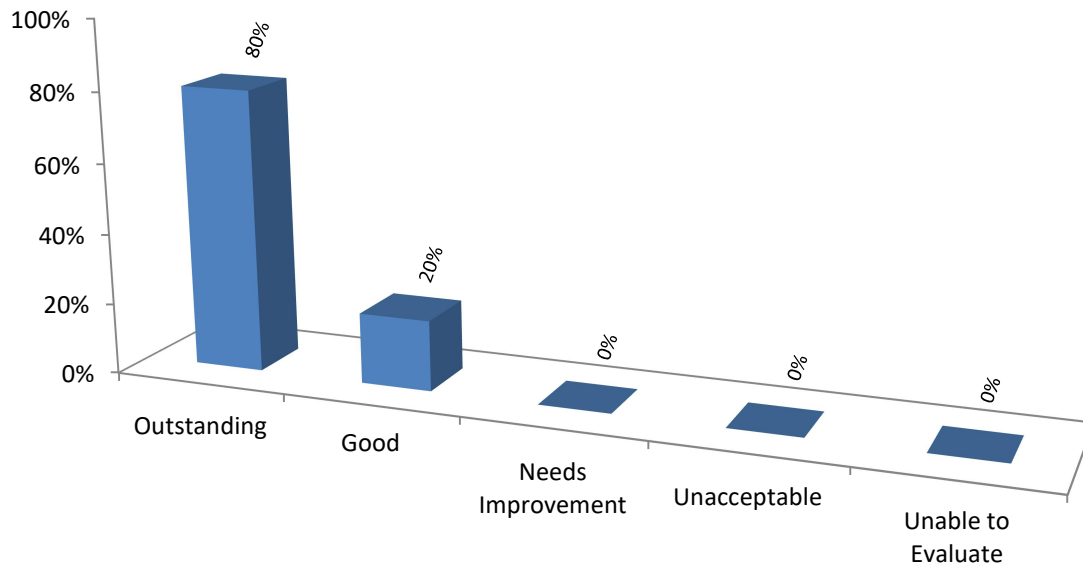
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46. Agenda items provide sufficient information to enable good Board decision-making.



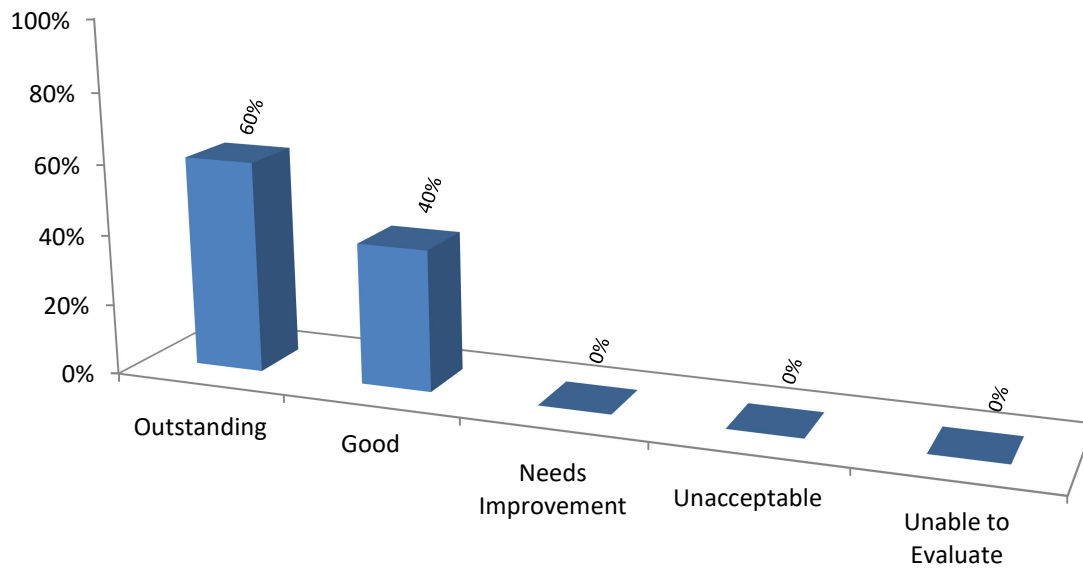
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47. The Board understands and adheres to the Brown Act.



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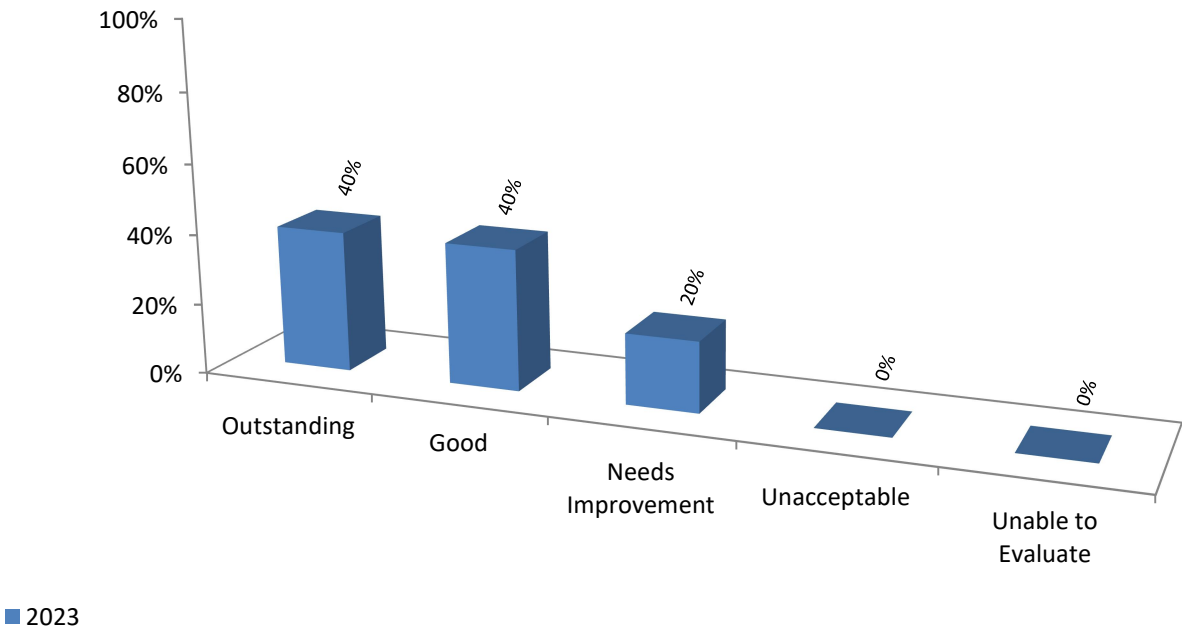
48. The Board maintains confidentiality of privileged information.



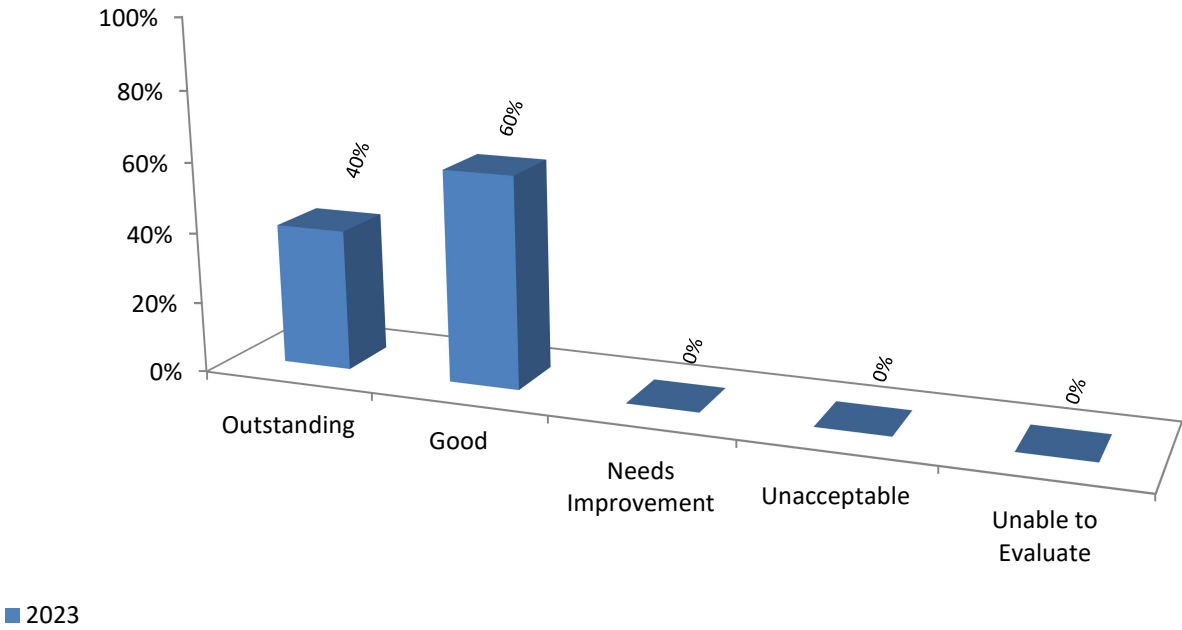
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Board Education

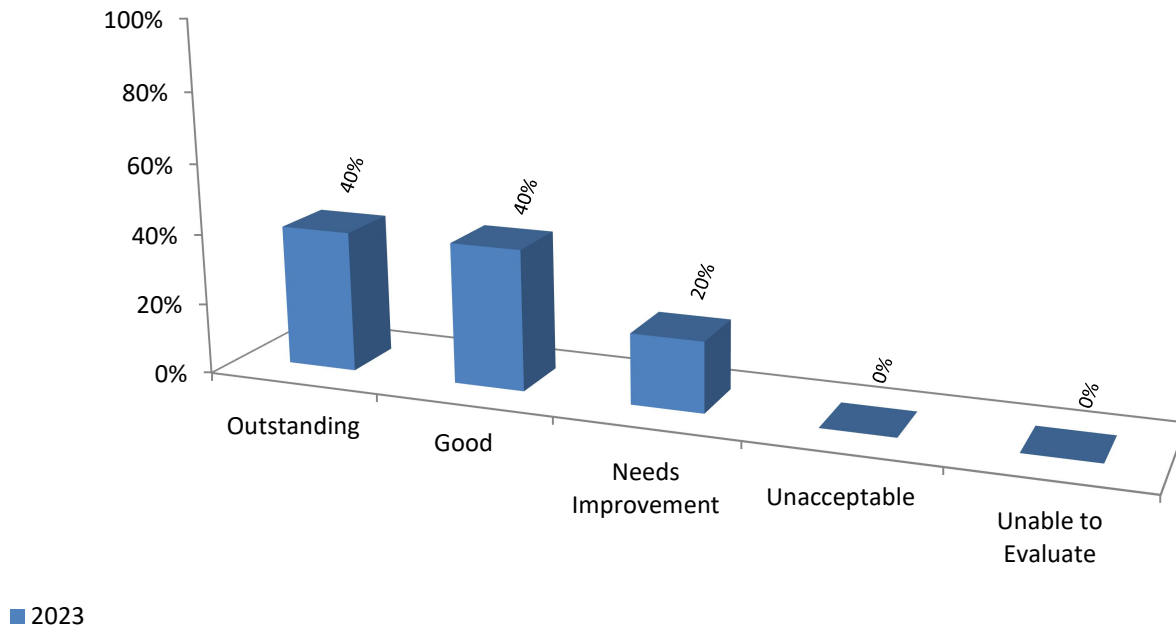
49. Board members participate in trustee development activities.



50. The Board evaluation process helps the Board enhance its performance.



51. The Board measures its accomplishments against Board goals.



Additional Open-Ended Questions (each bullet represents an individual trustee's response)

What are the board's greatest strengths?

- Board meetings are very efficient. Bond Measure voted by District are well spent on a new look on the campuses. Board works well with ceo.
- Diverse backgrounds and experience in government. Diverse interests and connections in the broader community. Strong supporters of community colleges.
- individually board members support student success and understand once a decision is made, it becomes the board's decision for all members to support.
- The Board has experience, knowledge and an abiding interest in education. The five board members are a seasoned group who remain aware of community college issues in general and Coast District's needs in particular. The Board keeps up to date by attending conferences and campus events, workshops, training webinars as well as remaining active in the community.
- We have the students' interest at heart and use our governance to make certain that CoastCollege resources and personnel achieve our mission statement. We have learned to work better as a unit for the good of the District, and it shows. As trustees we are dedicated to our work.

What are the major accomplishments of the board in the past year?

- As we welcomed new Chancellor, the Board cautiously monitored looming budget shortfalls with a personnel hiring "frost." In addition, we listened and responded to a no-confidence vote at GWC. Board meetings have kept to a reasonable length and trustees listen to one another. We've supported the colleges in efforts to assist students with basic food and shelter needs. We've placed emphasis on dual enrollment programs and the recruitment of non-traditional students to certificate programs.
- Covid 19 compliance with all variants agencies.
- Successfully hired and onboarded a new Chancellor. Supported the onboarding of a new Trustee. Opened the Coastline Service Center. Dedicated the Avery Mariners Training Center at OCC Waterfront Campus. Supported activities and events at all three colleges.

- The hiring of a very competent Chancellor who understands the Board and our values. The Coast District, under the leadership of the Board has guided the use of Measure M bond funds for replacement and construction of up-to-date campus facilities on our three campuses. This next month we dedicate another building, the Language Arts Building on GWC. As a Board member I am very proud of our use of Measure M bond funds and what our campuses look like. I also feel that student services need to be recognized for helping students transition from high school to higher education. I have personal experience getting students to helpful staff.
- Updated ethics policy, work on budget challenges, respect for each board member and the leadership team at the district

What are areas in which the board could improve?

- Employee satisfaction beyond pay and benefits at Coast needs to be better understood and improved. We need to foster greater pride in the District and colleges. We need to respect employees' concerns about their jobs and the district and correct misperceptions about what the Board is able to do given budgetary constraints.
- More active participation in Board education programs especially those provided by CCLC. Attendance by more Trustees at campus events.
- Reaching out to high schools and parent group to "sell" community college education of our community residents. We are the best "bang for the buck" and our courses are transferable. A conserved effort in this area would help enrollment.
- Reviewing organizationally the district and opportunities to better reflect the current size and scope of the district with the decline in students served. This includes opportunities to serve more students from non-traditional sectors and how our HR and hiring processes can better serve this potential growth. With a new chancellor, changes in leadership, and a new board member it is time to set a retreat to review, re-engage, and plan for the next few years.
- Rotate Presidency all other Board Members to avoid cliques and mistrust.

As a trustee, I am most pleased about:

- As we work together, more respect and trust has developed.
- I am most pleased about the number of students we graduate every year. It means all the effort made by students, faculty and staff to get out the "door" and on to university or full time high paying jobs through our CTE workforce programs and classes. "The community College System is the engine of California's workforce."
- I am proud to work with the Coast District colleges faculty and staff and to support them in making the three colleges centers of excellence in OC. I enjoy going to college events where I can learn first hand about college plans as well as meeting faculty and staff at these events.
- The team work 'attitude' of the trustees, the support of the Chancellor's leadership, and the goal of student success.
- Trustees take their job seriously, do their homework and come to meetings prepared to discuss the issues. The Chancellor works well with all the Trustees and keeps us well-informed. The District meets the needs of students in class and outside of class with food and other necessities available on campus. OCC provides housing for a segment of students.

As a trustee, I have concerns about:

- Funding. Enrollment. Recruitment of diverse staff. Campus security. Labor and Human relations. Changing District demographics and expansion of the Board.
- I am concerned about District finances, the shortfall that we are told we will see. The state has cut back on support for community colleges. Our students need more financial support than ever. In addition, we do not have sufficient funds for maintenance of our campus structures. I am also concerned about the lack of support from the Board Office. Since our last Board Secretary left, the reorganization has left a void and confusion. I don't know who to contact with questions. Previously, there was one point of contact, Jane, but now I don't know who is in charge. Who do I contact to get a copy of our past board goals, to get my phone or iPad replaced? I've come in on Board meeting days to find my office still locked.
- Lack of comprehensive planning to support the future of the college to ensure fiscal solvency and leadership resources this will require.
- New buildings being built. We need more infrastructure and clearing of very old unsafe structures.
- The financial future of the District. Tough times are coming unless we all work together to address the issues. Personnel issues continue to be a source of concern.

As a trustee, I would like to see the following changes in how the board operates:

- Board Rotation annually to build maximum trust. Bring more new and younger members on the Board. Create 2 more seats on our Board.
- I am satisfied that the Board generally operates well.
- That we receive well defined recommendations for each agenda item. That our extensive reports have concise "executive summaries." That efforts be made to have phone coverage rather than have incoming calls go to voicemail with no contact or response. Imagine the reaction of the calling public when there is no response.

- Trustees should take attendance at meetings of committees to which they are appointed as seriously as attendance at Board meetings. Trustees should report back to the Board on actions taken at their committee meetings.
- With the upheaval in the board office, it is the best opportunity for the board to follow most all other local elected boards in having the presiding officer run the board meetings (and not a management personnel), which will help reduce the size and scope of trustee staff to better reflect the needs of the board and the increase in needs of the Chancellor- to better reflect the current financial outlook. The trustees have a great opportunity to lead by example in this respect to 'rightsize' their staffing and operation.

I recommend that the board has the following goals for the coming year:

- Continue to provide a strong educational program at all three colleges. Support the Chancellor and colleges as we continue to right-size the District faculty and staff, based on enrollment. Support campus efforts to provide for student needs outside the classroom (food, clothing, housing). Maintain a financial reserve of a minimum of two months expenses. Resolve personnel issues quickly and fairly.
- Expansion of the Board to seven. Rotation of the Board be established.
- I believe the goals should better reflect a connection to the Chancellor's goals, understanding too many goals will make it impossible to achieve in the next year or 2: 1. Fiscal health - ensuring the next few years have enough reserves to allow for innovation, creation, and support of our faculty to engage successfully with their students - reflecting our student demographics 2. Align the budget to reflect the goals of student's needs, including physical and emotional health, food insecurities, housing support, services for students enrolled in programs to support non-traditional and First Gen students (DSPS, Veterans, EOPS, Foster Youth, former incarcerated youth/adults, etc.) with enough funding and personnel to complete their educational goals 3. Continue and expand community outreach, connections, and community partners that serve all of the district's students.
- I would eliminate the goal related to COVID (#2) and instead place a more general statement about the importance of student and employee health. We might include a statement that we may provide guidance if there is a health emergency. We might put a greater emphasis on financial matters given predictions of a looming shortfall. The goals developed previously regarding student success and student needs are broad and continue to be applicable going forward.
- To go through a successful screening and hiring search for the new GWC President to augment our College District Programs and Colleges. Best use of technology for increased student success. Initiate an "AI" curriculum to teach and warn students of AI pros and cons. (This was a major concern for writers in the recent Hollywood Writers Labor Action.)

If there are additional comments you would like to make, please provide them here:

- I would like to see our Board place greater emphasis on management and progressive discipline training for the good of the District and our Human Relations operations.
- The Board is working well together.
- We have come a long way toward a representative government. Now is the time for constructive change so Coast Colleges can continue to grow and thrive.