

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

Board Retreat

April 20, 2011

The Board of Trustees enjoyed a continental breakfast prior to the Board Retreat at 7:30 a.m., hosted by Dr. Shirley Lewis, Dean, and staff from the Vacaville Center.

1. CALL TO ORDER

A Board Retreat of the Solano Community College District Governing Board was called to order at 8:00 a.m., on Wednesday, April 20, 2011, in the Learning Lab (*Room 138*), of the Vacaville Center at 2001 North Village Parkway, Vacaville, California 95688, by Board President Denis Honeychurch.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Board President Honeychurch led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Denis Honeychurch, J.D., President
A. Marie Young, Vice President
Sarah E. Chapman
James M. Claffey
Phil McCaffrey*
Rosemary Thurston
John M. Glidden, Student Trustee
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

Pam Keith
Tom Henry, Special Trustee

**Arrived after roll call.*

Others Present:

Dr. Pamela Fisher, ACCT Consultant
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Moved by Vice President Young and seconded by Trustee Thurston to approve the Agenda as presented. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Honeychurch recognized Instructor Darryl Allen, Negotiations Chair, SCFA, who requested to comment on Item 6.(a)., District and Solano College Chapter CCA/CTA/NEA 2011-12 Tentative Agreement. Instructor Allen distributed copies of the tentative agreement originally signed in December 2010 and January 2011.

6. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Human Resources

(a) District and Solano College Chapter CCA/CTA/NEA 2011-12 Tentative Agreement

Dr. Jowel Laguerre, Superintendent-President, presented the District and Solano College Chapter CCA/CTA/NEA 2011-12 Tentative Agreement, advising a more simple way of calculating full-semester classes and three-hour classes has been agreed to.

Moved by Vice President Young and seconded by Trustee Thurston to approve the District and Solano College Chapter CCA/CTA/NEA 2011-12 Tentative Agreement as presented for 2011-12. The motion carried unanimously.

7. BOARD RETREAT (NO ACTION REQUIRED)

Facilitated Dr. Pamila Fisher, ACCT Consultant

(a) Welcome and Overview

Dr. Pamila Fisher thanked the staff from the Vacaville Center for their hospitality, indicating how beautiful the facility is and welcomed the Board members to the April Board Retreat. Dr. Fisher indicated she has been in touch with Superintendent-President Laguerre over the past year and celebrated together with Solano Community College when she received the news about the accreditation results.

The primary agenda for the day was to perform the President's annual performance review and discuss the Board's self assessment.

(b) Background

The Board took opportunity to look back over the past year and discussed what they have done and how things are different. Various trustees commented from their perspective on the major accomplishments and/or crisis they addressed and how well they performed their duties.

There was overwhelming agreement that the College's removal from sanctions from the ACCJC was the major accomplishment. Other accomplishments included the improvement of the College's image, and collaboration and partnerships with corporations and businesses within the community. The College has done well in assessing the needs of the County and continues to make improvements in this area. The fact that all four Trustees up for re-election in 2010 ran unopposed was indeed significant. Under the leadership of Dr. Laguerre, the Board, administration, and staff have worked as a unit to move the College forward without pulling in different directions. This speaks well for the upward momentum the College is experiencing.

Board President Honeychurch recessed the Board Retreat at 8:17 a.m.

8. CLOSED SESSION

- (a) Public Employee Performance Evaluation
(Jowel C. Laguerre, Ph.D., Superintendent-President)

Board President Honeychurch called the Closed Session to order at 8:30 a.m.

Trustee McCaffrey arrived at 8:37 a.m.

9. RECONVENE BOARD RETREAT

Board President Honeychurch reconvened the Board Retreat at 10:25 a.m.

10. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Honeychurch reported that the Board discussed the performance evaluation of Superintendent-President Laguerre, as conducted through the Association of Community College Trustees (ACCT), Board Leadership Services, and no action was taken.

11. BOARD RETREAT (NO ACTION REQUIRED) - CONTINUED:
Facilitated Dr. Pamela Fisher, ACCT Consultant

- (a) Board of Trustees' Self-Assessment

The Board members reviewed in depth the Board self-assessment report (summary analysis) as prepared by the Association of Community College Trustees (ACCT), Board Leadership Services. The report is based on the surveys that were distributed to the entire Board in March 2011. The Board of Trustees discussed the process and completed the self-assessment instruments. ACCT was able to collect evaluations from all seven sitting Board members. The report compiled quantitative and qualitative data that assisted the Board in constructive dialogue on strengths, areas that require greater attention, areas of concern, and planning. The goal is to strengthen the Board's unique leadership role and partnership with the President. Board self-assessment helps set standards, clarify expectations and serves as an example of the Board's ongoing commitment to accountability and assessment for the College community.

It was noted there have been significant improvements within the Board between 2010 and 2011. The Board members analyzed among themselves the results of the various topics that were included in the survey.

Dr. Fisher distributed a copy of the ACCT Guide to Trustee Roles and Responsibilities and the SCCD Code of Conduct as a reminder to continue to respect one another and follow the guidelines whenever necessary.

The 2010-2011 Board Goals were reviewed:

- **Accreditation**
- **Fiscal stability**
- **Advocacy**
- **Support and Assist CEO**
- **Board Professional Development**

Trustee Claffey left the meeting at 12:20 p.m.

- Board Goals for 2011-2012

The Board Goals for 2011-2012 were identified as follows:

- **Fiscal stability**
- **Advocacy**
 - **Foundation**
 - **Lobbying**
- **Support and Assist CEO**
- **Board Professional Development**
- **Meeting Efficiency (ask President to streamline meetings)**
- **Long-range Planning**

The President's Goals 2011-2012 were identified as follows:

- **International Students - Explore Recruitment: Access**
- **Fiscal Stability**
- **Accreditation**
- **Reorganization of Academic and Student Affairs**
- **Middle College/High School**
- **Access – Procedures for Enrollment**

After refinement, it was recommended that both sets of goals be presented for Board approval in June 2011. Dr. Fisher encouraged the Board to think in terms of how often they should review their goals in a given academic year.

- Board Professional Development

The Board agreed that there is the need to continue to learn and educate themselves through Board professional development opportunities.

- Ongoing Self-Assessment

The Board agreed that there is the need to continue to assess themselves on a quarterly basis.

- (b) Board and CEO Relations

The Board covered this item in Closed Session.

- (c) Closing Comments

Dr. Fisher asked the Board members to fill out the Board Retreat evaluation form.

Dr. Fisher encouraged the Board to continue their hard work towards fulfilling the College's mission and goals through their leadership, and thanked the Board for the opportunity to work with them again.

12. ADJOURNMENT

There being no further business, the Board Retreat was adjourned at 12:58 p.m.

JCL:js

BOARD RETREAT MINUTES.04.20.11.FINAL

DENIS HONEYCHURCH, J.D.
PRESIDENT

APPROVED

JOWEL C. LAGUERRE, Ph.D.
SECRETARY

SCCD Board minutes are summarized per *SCCD Board Policy 1045 and 1046*. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President within thirty (30) days