# MINUTES

**SPECIAL MEETING OF THE GOVERNING BOARD**  
**SOUTHWESTERN COMMUNITY COLLEGE DISTRICT**

**TIM NADER, GOVERNING BOARD PRESIDENT**  
**NORMA L. HERNANDEZ, GOVERNING BOARD VICE PRESIDENT**  
**NICK AGUILAR, GOVERNING BOARD MEMBER**  
**JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER**  
**TERRI VALLADOLID, GOVERNING BOARD MEMBER**  
**MANUEL R. LOPEZ, JR., STUDENT GOVERNING BOARD MEMBER**  
**DENISE WHITTAKER, INTERIM SECRETARY TO GOVERNING BOARD**  
**AND INTERIM SUPERINTENDENT/ PRESIDENT**

Written notice is hereby given in accordance with Government Code Section 54956 that a special meeting of the Governing Board of the Southwestern Community College District will be held as noted below:

**DATE:** Wednesday, February 16, 2011  
**TIME:** 6:00 p.m.  
**LOCATION:** Southwestern College  
Learning Resource Center (LRC), L238

Compliance with Americans With Disabilities Act

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 in advance of the meeting for information on such accommodation.

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<th>ITEM</th>
<th>CALL TO ORDER</th>
<th>6:13 p.m., LRC L238</th>
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| Nader | Present: Nader, Hernandez, Aguilar, Valladolid, Lopez (Student Board Member)  
Absent: Roesch

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<tr>
<th>ITEM</th>
<th>PLEDGE OF ALLEGIANCE</th>
<th>(Nader)</th>
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<tr>
<th>ITEM</th>
<th>ORAL COMMUNICATION</th>
<th>(Nader)</th>
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Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.

An oral presentation to the Board does not constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

Angelina Stuart, Academic Senate President commended everyone.
Study Session 4. BOARD STUDY SESSION
(Nader)
The Governing Board will conduct a study session, facilitated by Interim Superintendent/President Whittaker, to address accreditation recommendations related to the Board and may take action as indicated below.

4A. RECOMMENDATION #9

Information

4A1. Review Recommendation #9 (ENCLOSURE)

Whittaker gave an overview of Recommendation #9, and the Board had discussion including clarification of what it means for the Board to act as a whole once it reaches a decision. Board members commented that they are working together with respect.

Information

4A2. Review of AACJC Standards IV (ENCLOSURE)

Action

4A3. Board Resolution on Governance (ENCLOSURE) (The Board will consider adoption of a Board resolution.)

In response to accreditation recommendations, Whittaker proposed a Board Resolution on Governance, which she read aloud. The Board had discussion and there was consensus to adopt the resolution with revisions.

Valladolid motioned to adopt the Board resolution as amended, seconded by Hernandez, unanimously carried, with Student Board Member Lopez absent. The resolution will be included in the follow-up report.

Information

4A4. Review Education Code Applicable to Community College Governing Boards (ENCLOSURE)

Whittaker distributed the materials to the Board which will be further addressed at the Board Retreat in March: 1) 2011 CCLC Trustees Handbook and 2) the CCLC Board Self-Evaluation Resource Guide.

Information

4A5. Review CCLC Board Policies (ENCLOSURE)

Discussion

4A6. Discuss Clarification of "Micromanagement" and Role of the Governing Board and Role of the Superintendent/President

Action

4A7. Establish Board Training Schedule (The Board will discuss and establish a training/study session schedule.)

Whittaker proposed that the Board reserve the fourth Wednesday of each month for training/study sessions. The Board agreed by consensus and suggested study sessions as listed below:

- Budget (annual)
- Role of the Governing Board and Academic Senate
- Goals/Guiding Principles, Self-Evaluation (annual)
- Clarification of individuals vs. the "Board as a whole"
- Student success and achievement with various performance indicators
- Student access, financial aid, and preparation
- Strategic Planning/Program Review/Student Learning Outcomes
- Budget reductions, implication on campus priorities
- Budget – Three Scenarios, plan for two years out
- Prop R and facilities update, facilities planning
- Centers Status
- Office of Institutional Effectiveness
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<th>ITEM</th>
<th>The Board recessed at 7:55 p.m. and reconvened at 8:02 p.m.</th>
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<tr>
<td>4B.</td>
<td>RECOMMENDATION #10</td>
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<td>4B1. Review Recommendation #10 (ENCLOSURE)</td>
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<td>Whittaker provided an overview of Recommendation #10 and highlighted a section of the Evaluation Report which referred to conflict of interest. After discussion, the Board determined that a statement would be added to the beginning of Board agendas as a reminder to Board members to state any conflicts of interest.</td>
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<td>4B2. Review of AACJC Standards IV.B2.g (ENCLOSURE)</td>
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<td>4B3. Review Self Evaluation Policy No. 2745 (ENCLOSURE)</td>
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<td>4B4. Review Campus Climate Survey Results (ENCLOSURE)</td>
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<td>The Campus Climate Survey results related to the Board were highlighted. A follow-up campus climate survey and a student campus climate survey are being conducted. Board members expressed a desire to consider the survey results during its self evaluation. Staff and students will look at survey timelines and try to have the results available for the Board to consider during its self evaluation.</td>
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<td>4B5. Review Governing Board Self-Evaluation Instrument (ENCLOSURE)</td>
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<td>4B6. Review of Board Goals (ENCLOSURE)</td>
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<td>The Board will conduct its self evaluation based on the established goals and will discuss setting goals at its retreat.</td>
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<td>4B7. Establish Timeline for Completion of Governing Board Self Evaluation (The Board will establish a timeline.)</td>
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<td>After discussion, the Board determined that it would conduct its self evaluation to be reviewed and discussed at its March 12, 2011 Retreat. The Board will use the evaluation form developed and used in the past. The form will be sent to Board members to be completed and returned for compilation.</td>
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<td>4B9. Review Conflict of Interest Policy and Procedure No 2710 (ENCLOSURE)</td>
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<td>4B10. Review Conflict of Interest Code Policy and Procedure No. 2712 (ENCLOSURE)</td>
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<td>4B11. Review Code of Ethics Policy and Procedure No. 2715 (ENCLOSURE)</td>
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<td>4B13. Code of Ethics Compliance Form (ENCLOSURE) (The Board will review/sign the Code of Ethics Compliance form.)</td>
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|      | Whittaker presented the Code of Ethics Compliance Form and proposed that the Board sign the form pursuant to Code of Ethics Policy No. 2715. The Board had discussion. A Board member expressed concerns regarding signing the form, as the Board member felt the policy/procedure needed to be further clarified to ensure due process, therefore the Board member felt it would be
unethical to sign the form at this time. The other Board members respectfully accepted the Board member’s reasoning and decision not to sign the form until the policy/procedure could be reviewed for possible revisions. The other Board members agreed to sign the Code of Ethics Form.

4B14. Review CCLC Board Policies (ENCLOSURE)

4B15. Review CCLC Administrative Procedures (ENCLOSURE)

4C. REFERENCES

4C1. Prior Training Materials (ENCLOSURE)

4C2. Brown Act (ENCLOSURE)

4C3. Academic Calendars (ENCLOSURE)

5. ADJOURNMENT 9:00 p.m.

(Nader)

Denise Whittaker
Governing Board Secretary

Tim Nader
Governing Board President