



APPROVED 5/13/2008

GOVERNING BOARD MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
DATE: APRIL 22, 2008 TIME: 4:00 P.M.
SAN MARCOS CAMPUS
PRESIDENT'S CONFERENCE ROOM, LL-204
1140 WEST MISSION ROAD
SAN MARCOS, CALIFORNIA 92069

I. CALL MEETING TO ORDER

Board Vice President, Ruth Larson, called the meeting of the Palomar Community College District Governing Board to order at 4:05 p.m.

II. CALL TO ORDER

TRUSTEES PRESENT:

MARK R. EVILSIZER, M.A., PRESIDENT
RUTH LARSON, M.D., SECRETARY
NANCY C. CHADWICK, M.S.W., M.P.A., TRUSTEE
MICHELE T. NELSON, PH.D., TRUSTEE

TRUSTEE ABSENT:

DARRELL L. MC MULLEN, M.B.A., VICE PRESIDENT

EXECUTIVE ADMINISTRATORS PRESENT:

ROBERT P. DEEGAN, SUPERINTENDENT/PRESIDENT

QUORUM ESTABLISHED

Board Vice President Larson declared a quorum present, and the meeting proceeded with the order of business.

III. BOARD WORKSHOP

1. Review of Board Self-Evaluation

Ms. Michelle Barton, Director, Institutional Research & Planning, facilitated the Board self-evaluation workshop. She started the discussion by reviewing the Board's Institutional Effectiveness and Review cycle. She explained that a series of workshops were set up to establish goals, review progress on goals, complete the Board's self evaluation, and a workshop on institutional effectiveness, which includes the annual Institutional Effectiveness Review and Institutional Effectiveness Indicators.

The Governing Board was administered its self evaluation instrument, with each trustee completing the evaluation form and submitting their input to the President's Office. All responses were brought together and collated. Overall, there was a lot of agreement across most items. In general, Ms. Barton brought forward for discussion the few items that had more variance across responses.

A. Board Organization/Leadership – A strong, effective Board helps create a strong, effective institution by focusing on its own unique responsibilities.

In this section there was overall agreement, except for one line item: *The Board understands its roles and responsibilities.* Trustee Larson commented that she did not see the correlation and data supporting how the Board meets the needs of the community now and in the future. President Deegan suggested a work study session could be developed to address the specific items, i.e., reporting what the District is doing in terms of outreach efforts, the types of certificate programs offered by the college and a review of their related advisory committees, as well as a review of how the District responds to the community needs, what the process is, and the outcomes. A work study session would include Wilma Owens, Mollie Smith, and Teri Safranek. The work study session would also include a discussion regarding the roles of the Trustees in their community and in the future. Also, what Board members have been doing in the community and ways that they might strengthen their connections as well. -

B. Policy – The most important Board responsibility is to make good policy that provides guidance for District staff.

Responses in this section were favorable, there were two areas that one Trustee responded with neither agree or disagree: *The Board is appropriately involved in defining the vision, mission, and goals.* And, *The Board is familiar with the general strategic and master plans of the institution.* President Deegan informed the Board that the college will begin its third Strategic Planning cycle next year. The mission, values, and vision will be thoroughly reviewed. This project will include the Board, the entire campus community, and industry/community involvement. The process will include study sessions to periodically update the Board.

C. Community Relations/Advocating the District – The Board governs on behalf of the public and advocates on behalf of the District.

Responses in this section were varied on most line numbers. Comments received addressed concerns of partnering with local businesses and schools. President Deegan said this could be addressed in the work study session discussed earlier and could include a description of the current certificate programs offered in collaboration with local industry. Some Board members expressed their knowledge in this subject was not as broad as other Board members.

It was suggested that perhaps conducting a couple of community oriented forums which would include inviting elected officials, business contacts, and educational leaders. Study sessions could include matching Board members with areas of interest in terms of representing the college and the community, and also working with business and industry and cooperating with school districts.

D. Board/Superintendent/President Relations – The Superintendent/President is the primary agent of the Board, carries out Board policies, and provides educational leadership

All Board members were in agreement with this section. There were no comments. Trustee Evilsizer asked the President whether the Board is providing him with clear goals and objectives. President Deegan affirmed the Board's goals are his goals.

E. Standards for District and College Operations and Performance – The Board holds the District accountable and establishes a climate in which learning is valued.

Three trustees agreed and two neither agreed nor disagreed on the following: *The Board assures the budget is linked to planning.* One way that the Board could work to assure that budget linked to planning would be to request a report on this topic. For example, President Deegan mentioned that Vice President Cuaron could provide the Board with a report describing the updated Institutional Review Process and how it will link budget to planning.

Ms. Barton commented that while progress has been made in this area, there is still more to do. The District is looking at self identified plans within the self-study; taking a realistic and honest evaluation in view of where we are.

F. Board Education

President Deegan said we need to have a much more formal list of what new members should receive as part of an early orientation. Student Trustee Lyn commented that an orientation for student trustee should also be formalized. Trustees showed an interest in study sessions involving various topics, i.e., energy efficiency, conservation, and sustainability; budget session on economic impact of the District's retiree liability and the impact of the economy on the next bond series release.

OPEN ENDED QUESTIONS

1. What are the Board's greatest strengths?
2. What are the major accomplishments of the Board in the past year?
3. What are areas in which the Board could improve?
4. As a trustee, I am most pleased about...
5. As a trustee, I have concerns about...

The open ended questions were reviewed and concerns were discussed. Overall comments were very favorable.

IV. ADJOURNMENT

The meeting was adjourned at 5:32 p.m.

Darrell L. McMullen, President

Nancy C. Chadwick, Secretary