

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
SADDLEBACK COLLEGE STADIUM CONFERENCE ROOM - 310
28000 MARGUERITE PARKWAY, MISSION VIEJO, CA 92692**

**MINUTES OF THE SPECIAL BOARD OF TRUSTEES' MEETING
February 13, 2023**

PRESENT

Members of the Board of Trustees:

Timothy Jemal, President
Terri Whitt Rydell, Vice President
Carolyn Inmon, Clerk
Ryan Dack, Member
Marcia Milchiker, Member
T.J. Prendergast, III, Member

Also present for the duration of the meeting were:

Julianna Barnes, Chancellor
Denice Inciong, District Director, Research, Planning and Data Management
Members of the Chancellor's Executive Council
Members of the Participatory Governance Groups

ABSENT

Barbara J. Jay, Member

CALL TO ORDER: 4:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call To Order – Establishment of Quorum

Trustee Tim Jemal, Board President
Trustee Terri Whitt Rydell, Vice President
Trustee Carolyn Inmon, Clerk of the Board
Trustee Ryan Dack, Member
Trustee Barbara Jay, Member
Trustee Marcia Milchiker, Member
Trustee T.J. Prendergast, Member

The meeting was called to order at 4:09 p.m.

1.2 Public Comments

*Members of the public may address the Board on items listed on the agenda. **Speakers are limited up to two minutes each.***

There were no public comments.

1.3 **Invocation**

Led by Trustee Dack

1.4 **Pledge of Allegiance**

Led by Trustee Jemal

2.0 DISCUSSION ITEMS - Board of Trustees Self-Evaluation Workshop and Retreat

Chancellor Julianna Barnes gave introductory remarks and welcomed the Board and members of the audience to the 2023 Board Self-evaluation Workshop.

Dr. Barnes briefly went over the order of the agenda.

The PowerPoint Presentation that was provided to the Board at the special meeting is attached as Exhibit A.

2.1 Accreditation (PPT slides #4-12)

Chancellor Barnes began her presentation by defining the purpose of accreditation and reviewing the four accreditation standards, focusing the board members' attention on Standard IV.C – Governing Board. The chancellor provided the board members with a handout that highlighted the twelve Accrediting Commission for Community and Junior Colleges (ACCJC) Standards as they pertain to the Governing Board. (Exhibit B)

Dr. Barnes stated that starting in June 2023, there will be a brand new set of accreditation standards. She informed the trustees that there will no longer be a section for CEO's and multi-college districts. However, the Board will still have their own standard.

Dr. Barnes stated that as the Board develops their goals for 2023, they should keep in mind that there is alignment with the 2022 goals and new goals as well as the accreditation standards.

Dr. Barnes reviewed the SOCCCD Accreditation Timeline that covers Spring 2023 to February 2024. She stated that the colleges have engaged in the accreditation process and all constituent groups have participated in the development of the Institutional Self-Evaluation Report (ISER). Saddleback College had a Town Hall and Irvine Valley College has one planned. Their ISER's will be vetted through all the constituent groups with plenty of opportunity for engagement. In May of this year, the Board will have an opportunity to review the ISER and will approve it in June 2023. It will be submitted on August 1, 2023 to the ACCJC. Dr. Barnes added that each college has received notice of who their chair and vice chairs will be and the teams will be meeting in October to review the ISER's. She stated that what is new this year are core inquiries. The team that will visit in February 2024 will only focus on core inquiries that may rise to the occasion of being a recommendation or a commendation. In June 2024, the commission will meet and take action on the various institutions that are up for accreditation.

An accreditation status update was provided from Saddleback and Irvine Valley College. Both colleges are making good progress and have completed their initial ISER's and Quality Focus Essays (QFE's), which are currently being vetted through the respective college governance groups.

2.2 Equitable Student Access and Success (PPT slides #13-35)

Dr. Barnes explained that this part of the presentation will be a springboard to data that Denice Inciong will provide with regards to meeting some of the Board's goals. She added that DEIA is a strong value for the colleges and the District. Dr. Barnes stated that the community would like for the colleges to ensure their citizens are educated and skilled and ultimately be able to contribute to the community.

Chancellor Barnes mentioned that when we look at our data in regard to access and success, that equity gaps exist. She stated that when we look at student milestones, some students are unable to get to the finish line because there are gaps. The value of DEIA is the work that is being done to close those gaps. Dr. Barnes stated that as a district, we want to create an environment where students have a sense of belonging which then leads to retention and success.

Dr. Barnes cited a strong student development theory by Dr. Sylvia Hurtado and added that Dr. Hurtado correlates sense of belonging with student persistence and retention. The theory aims to take into account that the more students feel a sense of belonging either in or out of the classroom, the more apt they are to persist and complete.

Dr. Barnes stated that we are taking institutional responsibility for these gaps and employing DEIA initiatives to close those gaps.

Student demographic breakdowns were presented for several categories. A large proportion of our students are continuing students. Dr. Barnes stated that we are seeing a major decline in the high school population. She added that because the colleges have been employing strategies like guided pathways and are engaged in developmental educational reform under AB 705, our colleges are more effectively moving students successfully through the pipeline.

Dr. Barnes gave a demographic breakdown on ethnicity and education goals. She added that Saddleback is a designated Hispanic Serving Institution (HSI) and IVC is a designated Asian American and Native American Pacific Islander Serving Institution (AANIPISI) and an emerging HSI. If IVC becomes an HSI, they will not be eligible for federal AANIPISI funds at this time. This legislative priority was shared in DC recently.

Dr. Barnes presented data on what the trends look like over the past ten years categorized by age, education goal, and enrollment status. She stated that we have changing demographics and the intent is to ensure we are designing our classroom and non-classroom experiences to validate student's social and cultural experiences to foster a sense of belonging.

Dr. Barnes shared the work that the colleges have been doing with regard to AB 705. She stated that is great data in relation to associate degree completion, vision for success goals and transfer to four-year institutions. She added that the colleges were able to achieve outstanding outcomes during the pandemic. Dr. Barnes said with AB 705, we see results, and this is the ultimate equity focused initiative.

Dr. Barnes ended this segment by stating that in the midst of Covid we still saw an increase in completion outcomes but there are still persistent equity gaps. Hence the district is employing DEIA focused activities that support work in and out of the classroom.

2.3 Board of Trustees' Self-Evaluation and Employee Evaluation and Progress on 2022 Board Goals

Dr. Denice Inciong reviewed the results of the Board's Self-evaluation Survey and the Employee Survey as well as the progress of the six overarching Board goals for 2022. **(Slides #36-56)**

1. Monitor District-wide Strategic Plan Progress
2. Support Baccalaureate Degree Efforts
3. Student Housing Feasibility
4. ATEP Development
5. Long Term Fiscal Health
6. Enhance Safety and Sustainability

The board members referred to the SOCCCD Board Goals and Evaluation Results Data Packet (Exhibit C) for referencing board goal progress information.

District Director of Research, Planning and Data Management Denice Inciong reminded the Board that they transitioned into monitoring the district-wide strategic plan and began looking at the completion metrics, degrees, transfers, and achievement gaps. Dr. Inciong referred to the dashboard that was developed for the district-wide plan which contains five years of data for both colleges.

Dr. Inciong facilitated discussion among the board members as they reviewed the Board Self-Evaluation common questions. The ratings and comments from the trustees' survey were reviewed. The survey was completed by all seven trustees. The dashboard depicts the self-evaluation common questions and looks at the response ratings from a score of 5 as strongly agree, where the board is fulfilling their goals and responsibilities to a rating of 1 as strongly disagree. Overall, trustees have strong agreement with their roles and responsibilities with almost all items' scores averaging over 4.0.

The trustees reviewed the comment themes of the Board on their strengths and accomplishments, the areas where the Board might improve and what should be the Board's goals, priorities, or tasks for the coming year.

The Board members reviewed the Employee Evaluation survey results. Dr. Inciong presented summaries of the ratings and comments from the 20 questions on the employee survey. A total of 305 employees completed the survey. Dr. Inciong reviewed the dashboard of the employee survey results and said the triangles represent the differential between how trustees rated themselves as opposed to how employees rated the trustees. The greener the bar, the less of a difference, and the darker red the bar is, the bigger the difference. Dr. Inciong stated that this is one way to quickly see between the Board's ratings and what employees perceive as the board's performance.

Trustee Prendergast suggested that in order to raise awareness for employees, the expectations for the chancellor should be disclosed on the district website for transparency purposes. Trustee Whitt Rydell suggested that scheduling Coffee/Tea with the Board and Chancellor may also raise awareness. The Chancellor informed the board that Board updates/highlights that were previously sent after Board meetings will start being communicated to all employees going forward.

Board members reviewed the themes from employee comments. The trustees were informed that additional detail is presented in their board packet (Exhibit C). The strengths and accomplishments of the Boards, the areas where the Board might improve, and what should be the Board's goals, priorities, or tasks for the coming year were reviewed.

2.4 Development of Annual Board Goals for 2023 (PPT slides #57-61)

The Chancellor reviewed the six board goals from 2022. Dr. Barnes recommended six overarching proposed umbrella goals for 2023 with the opportunity to establish priorities under each goal. She stated that the League has established high impact practices with regards to roles and responsibilities of board members that helped to inform these proposed goals. Additionally, the proposed goals align with accreditation standards.

The Board committed to the following institutional effectiveness goals and priorities for the upcoming year. The Board's input is shown in bold as follows.

Institutional Effectiveness Goals:

1. Ensure Organizational & Fiscal Health of SOCCCD
 - Continue to develop ATEP
 - Support Student Housing
 - Ensure long-term Fiscal Health
 - Enhance Safety and Sustainability
 - Support EEO Plan and Priorities

2. Maintain and Improve Educational Quality
 - Monitor Strategic Plan Progress
 - **Support instructional and program development**
 - **Support college Guided Pathways efforts to include pipeline from the K-12 to transfer institutions**
 - Support Workforce development initiatives

3. Support Equitable Student Access and Success
 - **Set a strong direction for college and district DEIA efforts**
 - Monitor College Student Equity Plans
 - Hold Board Study Sessions on Equitable Access and Success
 - Support removal of system and policy barriers to improve equitable outcomes

Board members reviewed the 2023 board effectiveness goals and proposed changes to be incorporated in the 2023 goals. The Board's input appears in bold as follows:

Board Effectiveness Goals:

4. Strengthen Engagement with Internal **and External** Stakeholders
 - Participate in campus and community events and activities
 - Create opportunities for Board engagement with college constituencies (e.g., Coffee with the Board)
 - Ensure appropriate consultation with college constituent groups
 - **Explore alternative sites for Board meetings**
 - **Provide trustees with communication materials (e.g., a one-page fact sheet on district/college Points of Pride, Legislative priorities, etc.)**
 - **Explore opportunities for trustees to advocate for SOCCCD and engage with the community (e.g., local newspaper column, speaking engagements, etc.)**
5. Advance Board Governance & CEO Relations
 - Continue to build capacity for effective Board governance
 - **Enhance the Board's professional learning on key topics**
 - Fulfill Board's fiduciary responsibilities
 - Advocate for the district at the local, state and national levels
 - Maintain a strong Board/CEO partnership
6. Establish Policies to Assure Quality, Integrity and Effectiveness
 - Consider key trends and issues in policy decisions
 - Periodically review, evaluate, and update policies

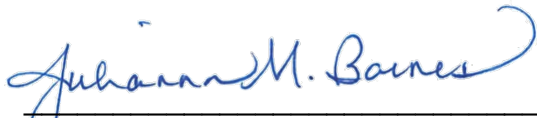
Additional Goal from Workshop for Institutional Effectiveness

7. **Support enhanced district marketing and communications and external engagement**
 - **Enhance district marketing of the SOCCCD brand**
 - **Redesign the district logo with stakeholder feedback**
 - **Review and expand the reach of marketing campaigns -within and outside of district boundaries**
 - **Support the Chancellor in establishing annual State of the District event**

The Board of Trustees will accept for review and study the recommended 2023 board goals at the February 27th board meeting and will adopt the goals at the board meeting on March 27.

ADJOURNMENT

The meeting adjourned at 7:35 p.m.



Julianna M. Barnes
Secretary, Board of Trustees