



**Agenda Item Details**

---

Meeting Mar 13, 2012 - Board of Trustees

Category 13. STUDY SESSION: Accreditation Commission Concern Letter Response

Subject 13.12 FOR REVIEW: ACTION TO APPROVE BP 2740 TRUSTEE PROFESSIONAL DEVELOPMENT, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2740 Trustee Professional Development. AP 2740 Trustee Professional Development is provided for information.

Access Public

Type Action

Recommended Action The Chancellor recommends the Board of Trustees approve revised BP 2740 Trustee Professional Development. AP 2740 Trustee Professional Development is provided for information.

**Public Content**

---


Background

Existing BP 2740 and AP 2740 Trustee Professional Development were reviewed and discussed by the full Board at a Special Board Meeting on February 22, 2012, in response to the Accrediting Commission's Board Concern (Eligibility Requirement 3; Standard IV.B.1.g-i).

Analysis

The Policy Committee reviewed BP 2720 on March 7, 2012, and recommends the Board take action to approve this policy as presented. AP 2740 is presented for information and is consistent with BP 2740. BP 2740 and AP 2740 do not appear to impede the operational effectiveness of the colleges.

Staff Review	N/A	Date(s) Reviewed
Chancellor's Cabinet	X	
President's Council	X	
Administrative Council	X	
District Council on Administrative Services (DCAS)	X	
District Council on Human Resources (DCHR)	X	
District Council on Student Learning (DCSL)	X	
District Technical Review Workgroup (DTRW)	X	
Consultation Council		3/02/12 Draft Agenda for 3/07/12 Special Policy Committee Meeting
Legal Counsel	x	
Further Information	James Meznek, Clare Geisen	

 [13.12.02 AP 2740.pdf \(55 KB\)](#)

## **Administrative Content**

---

Book	VCCCD Board Policy Manual
Section	Chapter 2 Board of Trustees
Title	BP 2740 TRUSTEE PROFESSIONAL DEVELOPMENT
Number	BP 2740
Status	UNDER REVIEW
Legal	<u>Accreditation Standard IV.B.1.f</u>
Adopted	November 8, 2005
Last Reviewed	February 14, 2012

The Board is committed to its ongoing development as a Board and to a Trustee professional development program that includes new Trustee orientation. Trustees will actively participate in continuous, measurable, sustainable improvements in Board performance through professional development and Board self-evaluation.

The Board will engage in ongoing professional development activities that enhance and improve the demonstration of its primary policy role in assuring the quality, integrity, and effectiveness of student learning programs and services delivered by the District. Trustees will periodically engage in professional development training as a component of their regularly scheduled meeting. Annually, the Board will formally assess its actions in relation to its policy-making role and identify areas in which training is necessary to improve performance.

See Administrative Procedure AP 2740.



Book	VCCCD Administrative Procedure Manual
Section	Chapter 2 Board of Trustees
Title	AP 2740 TRUSTEE PROFESSIONAL DEVELOPMENT
Number	AP 2740
Status	Active
Legal	<u>Accreditation Standard IV.B.1.F</u>
Adopted	March 10, 2009
Last Reviewed	February 14, 2012

The Board will engage in ongoing professional development activities that enhance and improve the demonstration of its primary policy role in assuring the quality, integrity, and effectiveness of student learning programs and services. The Board will annually assess its actions in relation to its policy-making role and implement and monitor goals for strengthening Board performance. Trustees will annually recommend areas for necessary training and professional development as part of the Board self-evaluation process.

Trustees are committed to ongoing development as a Board and to individual Trustee professional development that includes new Trustee orientation. Trustees will participate in Board-related conferences and workshops as resources and schedules permit. Trustees involved in professional development activities will provide specific suggestions to the Board designed to enhance performance as an outcome of the activity at the first Board meeting following a conference or workshop.

#### New Board Member Orientation

In an effort to provide new Board members with the necessary information to perform their duties effectively, the following materials will be provided for their information:

- Copy of the Community College League of California (CCLC) publication.
- Summary of the California Administrative Code, Title 5, Part 6, including sections related to faculty role in shared governance
- Copy of the Brown Act
- Copy of the Community College League of California (CCLC) summary and analysis of AB1725
- Description of parliamentary procedure
- College catalogs, class schedules and other major District publications
- Summary of the roles and responsibilities of the District and statewide Academic Senates
- Copies of the American Federation of Teachers (AFT), Service Employees International Union (SEIU) contracts with the VCCCD
- District-wide Strategic Plan
- Index of adopted Board Policies and correlating Administrative Procedures, which may be found on the District's web site at: [http://www.vcccd.edu/board\\_of\\_trustees/policies\\_and\\_procedures.shtml](http://www.vcccd.edu/board_of_trustees/policies_and_procedures.shtml)
- Glossary of VCCCD acronyms and terms
- List of all District-wide committees and their meeting schedules
- List and description of student organizations, including the Associated Students of each college
- Summary of the role and participation level of Student Members on the Board
- Enrollment reports reflecting student demographics and enrollment patterns

In addition to reviewing the printed materials, the new Trustee orientation process may include the opportunity to:

- Review the District budget with the Vice Chancellor of Business and Administrative Services
- Meet with Chancellor's staff, either collectively or individually
- Tour Oxnard, Moorpark, and Ventura College campuses
- Meet with student leaders from the colleges

The new Trustee orientation process may also include, as appropriate:

- Participation in the CCLC Trustee Orientation
- Participation in parliamentary procedure training activities
- Meetings with employee constituency groups (Academic Senates, American Federation of Teachers and Service Employees International Union)
- Trustees are encouraged to attend professional organization conferences for Trustees

New Trustees will complete ethics training as required by law.