

**Board of Trustees - Special Board Meeting
Monday, September 9, 2024 4:30 PM
District Office, Conference Room 309,
3801 Market Street, Riverside CA 92501**

ORDER OF BUSINESS

Pledge of Allegiance

Board members, the Chancellor, faculty, management and classified professionals offer gratitude and respect to the land's Indigenous caretakers and affirm the District's intentions of maintaining the land's integrity and the Tongva (Gabrieleno), Cahuilla, Payómkawichum (Luiseño), Serrano and Cupeño tribes' legacy. We promise to honor the continued guardianship of the land, water and air—all of which are inseparable. We are indebted to the caretakers of yesteryears and the stewards of our institutions will honor the opportunity to live and educate upon these homelands.

Public access to the in-person meeting will begin 30 minutes prior to the start of the meeting.

Submission of Public Comments

1. Anyone who wishes to make a presentation to the Board on an agenda item in person is requested to complete a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments are limited to five (5) minutes or less. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)
2. Written public comments may be sent to WrittenPublicComments@rccd.edu, which will be read during the public comment portion of the meeting. Submissions by email must be received prior to 3:00 pm the day of the meeting to be included.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8800 as far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, 3rd Floor, 3801 Market Street, Riverside, California, 92501 during regular business hours or [online](#).

I. COMMENTS FROM THE PUBLIC

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Due to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.

II. BOARD OF TRUSTEES RETREAT

Welcome and introduction by Jose Alcala, Board of Trustees President.

III. CHANCELLOR'S REPORT

III.A. [Chancellor's Communications](#)
Information Only

III.B. [Brown Act Presentation](#)
Information Only
[Presentation - Revisiting the Brown Act](#)

IV. ROLES AND RESPONSIBILITIES

Discussion led by Dr. Jose Leyba, ACCT Facilitator
- *Board Roles and Responsibilities (Presentation)*
- *Guide to Board Roles and Responsibilities (Activity)*

V. GOALS AND PRIORITIES

Discussion led by Dr. Jose Leyba, ACCT Facilitator
- *Setting Goals and Priorities*

VI. UPDATING OF BOARD POLICIES

Discussion led by Dr. Jose Leyba, ACCT Facilitator

VII. CLOSED SESSION

VII.A. [Pursuant to Government Code 54957\(b\)\(1\), Public Employee Performance Evaluation, Title: Chancellor](#)
To be determined.

VIII. ADJOURNMENT

RCCD Board of Trustees Retreat September 9, 2024

- ▶ *Welcome, Mr. Jose Alcala, BOT President*
- ▶ *Chancellor's Report, Dr. Isaac*
- ▶ *Role's & Responsibilities, Dr. Leyba, ACCT Facilitator*
- ▶ *Goals & Priorities, Dr. Leyba*
- ▶ *Updating of Board Policies, Dr. Leyba*
- ▶ *Closed Session: Evaluation, Dr. Leyba*



THE ROLE OF TRUSTEES

Governance	Responsibilities
• Leadership	• Statutory
• Oversight	• Fiduciary
• Challenge	• Coordinating
• Directs	• Motivating
• Supports	
• Protects	
• Advocates	
• Guides	

THE ROLE OF THE BOARD IS TO GOVERN, NOT MANAGE THE DISTRICT, BY:

- 1 • Conducting the business of the governing board
- 2 • Establishing policy
- 3 • Running effective meetings to achieve that objective

- ▶ Provide the Chancellor with clear expectations
- ▶ Understand Board Roles & Responsibilities
- ▶ Recognize the difference between setting policy and manage operations
- ▶ Refer complaints and suggestions to the Chancellor
- ▶ Maintain appropriate confidentiality
- ▶ Recognize the Chancellor and other college staff and fellow Trustees

BUILDING AN EFFECTIVE TEAM: THE ROLE OF THE BOARD

▶ **What do you see as the primary purpose for the Riverside Community College District Governing Board retreat? Is there anything specific you would like addressed or included on the agenda?**

1. Equity of degrees and programs across the District.
2. So we stay focused on main issues throughout the school year. Goals agreed upon by the board that need to be addressed by the board.

▶ **What do you view as the strengths of the Governing Board? What do you most appreciate about the board?**

1. Our Board's willingness to hear those that speak at our meetings. I think we do need more follow-up on sensitive issues such as those expressed by our own PD, staff, and students.
2. The members of this board truly care about the students and our district. They want to make this the best district in the State of California

PRIORITIES & GOALS

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PRIORITIES & GOALS

▶ Please list your top 3 priorities.

1. Equity
2. Persistence
3. Completion
4. Higher graduation of both students and high school attendees
5. Larger percentage to transfer to four year institutions
6. Higher numbers in the trade classes to train for full time, high paying jobs.

PRIORITIES & GOALS



ANY ADDITIONAL PRIORITIES OR GOALS?

MANAGEMENT RESPONSIBILITY VS. POLICY DEVELOPMENT





UPDATING BOT POLICIES

- ▶ A team is a group of individuals with diverse skills and roles who align their energy and efforts to achieve a common purpose.
- ▶ A team is not “My way or the highway”
- ▶ A team has a purpose and goals that are shared by all
- ▶ A team is not micromanagement: “When an individual steps out of their role”
- ▶ A team has positive team Norms
- ▶ A team does not micromanage: “Some is easy to detect, other actions are harder to detect, and it may be a difference of opinion between a Trustee and Chancellor”.
- ▶ A team “searches for alignment, respects different perspectives, engages in dialogue, learning and commits to truth”
- ▶ A team recognizes the Chair/President of the Board is the Facilitator, who encourages communication, establishes positive norms

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WHAT A TEAM IS

ACCT CHAIR ACADEMY, CINDRA SMITH

Speak With One Voice





**Agree to Disagree
Respectfully**



EVALUATION & SUCCESSION PLANNING

CHANCELLOR EVALUATION

Evaluating the Chancellor is one of the central functions of the Board of Trustees.

A mutually agreeable evaluation process creates a proactive forum where the leadership needs of the institution, and the new and emerging leadership role for the board and Chancellor, can be considered.

Strengthen relationship & set expectations



HOW TO MAKE SUCCESSION STRATEGIC?

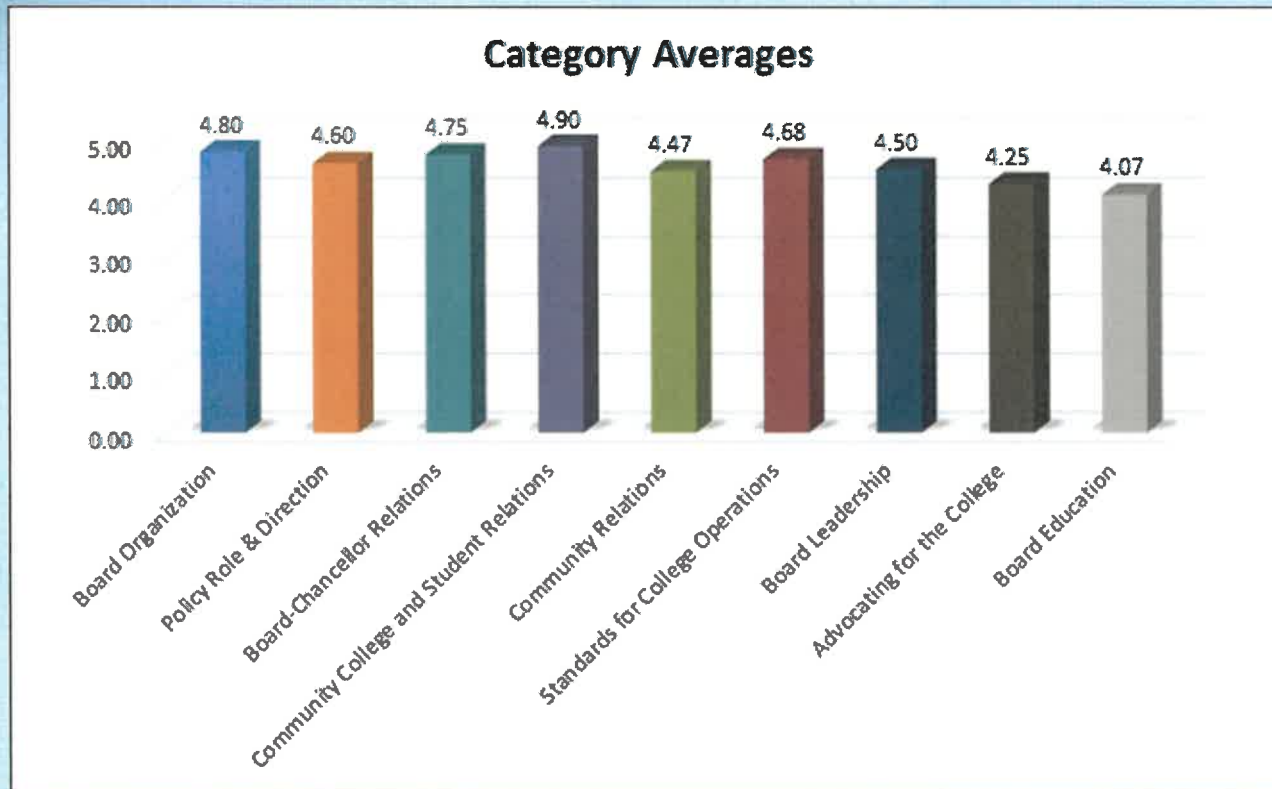
EXECUTIVE TRANSITIONS CAN BE UNCOMFORTABLE FOR BOTH BOARDS AND CEO, S. BUT THEY'RE ALSO OPPORTUNITIES TO THINK ABOUT THE ORGANIZATION'S FUTURE.



Self-Assessment/Accreditation Evidence

Effective boards engage in a continuing process of self-assessment or evaluation of their performance.

- Self-assessment helps boards to identify where they are performing well, and where they might improve.
- Self-assessment provides an opportunity to discuss board roles and responsibilities.
- Self-assessment can strengthen communication and understanding among board members, and can lead to stronger, more cohesive working groups.
- Self-assessment serves as a model for the rest of the institution and is evidence needed for accreditation purposes.. It indicates that board members take their responsibilities very seriously.



2019 RCCD BOARD OF TRUSTEES SELF ASSESSMENT AVERAGES

- ▶ Remember, the only difference between the words “UNIT” and “UNITY” is the “Y”.
- ▶ The UNIT is ME thinking, and the
- ▶ UNITY is WE thinking.
- ▶ To that end, the “Y” (WHY) matters

- ▶ It’s important to remember the “**WHY**” of strong board-superintendent relationships before even mentioning the “**HOW**”.
- ▶ **Were coming together to “Do Right”, and not be “right”.**

REFLECTION





"Until we meet again"

MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING
OF SEPTEMBER 9, 2024

President Alcala called the Board of Trustees meeting to order at 4:39 p.m. in the District Office, Conference Room 309, 3801 Market Street, Riverside, California.

CALL TO ORDER

Trustees Present

Mr. Jose Alcala, President
Ms. Virginia Blumenthal, Vice President
Ms. Mary Figueroa, Secretary (arrived at 4:47 p.m.)
Dr. Keri Then, Member (departed at 6:45 p.m.)
Mr. Bill Hedrick, Member

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Keith Dobyns, General Counsel

Guests Present

Dr. Jose Leyba, Facilitator, Association of Community College Trustees (ACCT)

Trustee Alcala led the Pledge of Allegiance

PLEDGE OF ALLEGIANCE

None

COMMENTS FROM THE PUBLIC

BOARD OF TRUSTEES RETREAT

CHANCELLOR'S COMMUNICATION

Mr. Dobyns gave a presentation on the Brown Act to the Board of Trustees. Discussion followed.

Brown Act Presentation

Dr. Leyba distributed information covering the Board's role and responsibilities of the members of the Board of Trustees.

ROLES AND RESPONSIBILITIES

Dr. Leyba distributed information covering the setting of goals and priorities with the Board of Trustees.

GOALS AND PRIORITIES

Dr. Leyba distributed information covering the updating of board policies with the Board of Trustees.

UPDATING OF BOARD POLICIES

The Board adjourned to closed session at 6:25 p.m. and reconvened at 8:25 p.m. after considering the following closed session items:

CLOSED SESSION

No report.

Pursuant to Government Code
54957(b)(1), Public Employee

The Board adjourned the meeting at 8:25 p.m.

ADJOURNMENT

Official Minutes

Approved on 10/15/2024

Certified By: Lanya D. Wilson