

# 2018 Effective Trusteeship and Board Chair Workshops



January 26-28, 2018  
Sheraton Grand Sacramento



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

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# WELCOME!

On behalf of the California Community College Trustees, welcome to the Effective Trusteeship Workshop. I would like to particularly welcome new trustees to the exciting world of being a community college board member.

Community college boards are responsible for the wise delivery of education, a critical local and state resource, on behalf of the people in their communities. Governing boards are guardians of and stewards for the public's interests. They ensure that the community college district fulfills its responsibility to lead and serve its ever-changing communities.

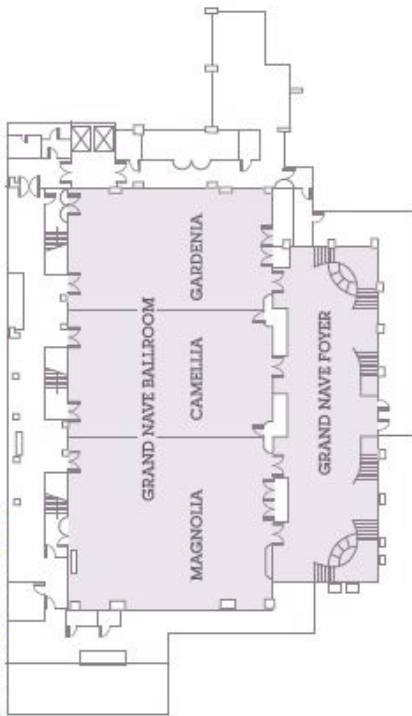
Being a trustee on the board is very demanding and requires the skills to work with a wide variety of people and respond to complex and sometimes challenging situations. The rewards are many – seeing students graduate, hearing about the impact of the college on the community, and playing an important leadership role all make the commitment worthwhile.

The Effective Trusteeship Workshop has been rated the single best orientation to the board's role: the Board Chair Workshop also provides much practical advice. I hope you enjoy and benefit from the events. Please do not hesitate to use the resources of CCCT and the League Office as you continue in your role.



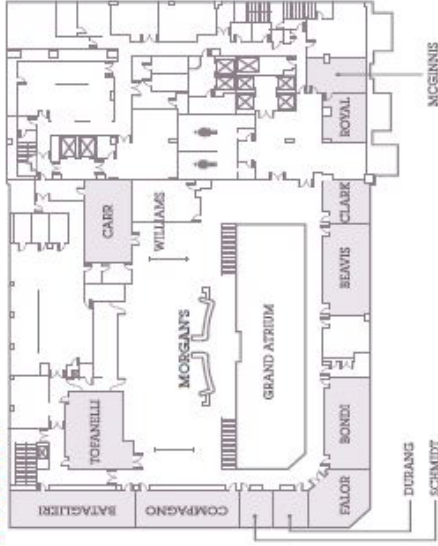
Ann Ransford  
President  
California Community College Trustees

## Lower Level



## Sheraton Grand Sacramento HOTEL

## Level 2



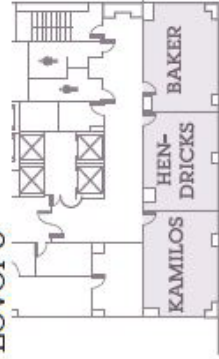
## Lobby Level

Public Market Bar  
Glide's Event Space

## Level 4

Sheraton Fitness  
Swimming Pool  
Executive & Sales-Catering Office

## Level 3



# WORKSHOP TRACKS

There are two tracks for this workshop. Sessions are noted throughout the program with the corresponding track abbreviation, either NT or CE.

## TRACK: New Trustees (NT)

### FRIDAY, JANUARY 26

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act  
*Carr*

3:00 p.m. – 5:30 p.m.

Introduction to Roles and  
Responsibilities  
*Tofanelli*

### SATURDAY, JANUARY 27

8:30 a.m. – 12:00 p.m.

Effective Trusteeship  
*Gardenia*

1:45 p.m. – 3:30 p.m.

The Board's Role in Fiscal  
Policy  
*Carr*

3:45 p.m. – 5:00 p.m.

Guided Pathways: Addressing  
the California Vision  
*Carr*

### SUNDAY, JANUARY 28

8:00 a.m. – 10:15 a.m.

Building An Effective Board/  
CEO Relationship: The Secret  
To Community College  
Leadership Stability And  
Success  
*Gardenia*

## TRACK: Continuing Education (CE)

### FRIDAY, JANUARY 26

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act  
*Carr*

3:00 p.m. – 5:30 p.m.

Introduction to California  
Community College Athletics 101  
*Bondi*

Ethics Training Workshop

*Compagno*

### SATURDAY, JANUARY 27

8:30 a.m. – 12:00 p.m.

Effective Trusteeship  
*Gardenia*

1:45 p.m. – 3:30 p.m.

The Board's Role in Fiscal  
Policy  
*Carr*

Enrollment Management: What  
It Is, Why We Do It, and What  
Does It Impact?

*Beavis*

1:45 p.m. – 5:00 p.m.

Board Chair Workshop  
(separate registration required)  
*Tofanelli*

3:45 p.m. – 5:00 p.m.

What Should Trustees  
Be Asking During Labor  
Negotiations  
*Beavis*

### SUNDAY, JANUARY 28

8:00 a.m. – 10:15 a.m.

Building an Effective Board/  
CEO Relationship: The Secret  
to Community College  
Leadership Stability and  
Success  
*Gardenia*

# PROGRAM SCHEDULE

(Program is subject to change)

For trustees enrolled in the Excellence in Trusteeship Program (ETP), approved sessions have been noted throughout the program with the following designated competencies:

(A) – Accreditation

(BA) – Brown Act

(BC) – Board/CEO Relationship

(BE) – Board Evaluation

(E) – Ethics

(FR) – Fiscal Responsibilities

(G) – Governance

(SS) – Student Success

## FRIDAY, JANUARY 26

**11:00 a.m.**

**Registration**

*Main Lobby*

**1:00 p.m. – 2:45 p.m.**

**Introduction to the Brown Act (BA, NT, CE)**

*Carr*

The Brown Act ensures that the public's business is conducted openly. The legal requirements and constraints for open meetings and trustee communication are covered in this workshop.

**Todd Goluba**, Partner, Atkinson, Andelson, Loya, Ruud & Romo

**3:00 p.m. – 5:30 p.m.**

**Introduction to Roles and Responsibilities (G, NT, CE)**

*Tofanelli*

As governing board members, trustees perform complex and demanding roles that require sophisticated skills and knowledge. This session provides a broad overview of trusteeship with a focus on the first year in office and an introduction to the League.

**Teresa Brown**, Trustee, San Joaquin Delta CCD; **Dianne McKay**, Trustee, Ventura County CCD

## **Introduction to California Community College Athletics 101 (G, SS, CE)**

*Bondi*

As Board of Trustees members, it's very important to know more about the California Community College Athletic Association (CCCCAA). The CCCCCAA has the authority to establish the rules and regulations to administer community college athletics in the state of California. Currently, the CCCCCAA has 108 Community Colleges and provides athletic activities to nearly 27,000 men and women student-athletes. During this session, participants will learn more about the CCCCCAA organization, its constitution, and bylaws. The presenters include CCCCCAA Board members and CCCCCAA Staff who will answer your questions and provide tips and techniques to safeguard your student athletic programs at your institutions.

**Keith Curry**, *President/CEO Compton CCD*, **Pam Luster**, *President San Diego Mesa College*, **Jennifer A. Cardone**, *Director of Membership Services, California Community College Athletic Association (3C2A)*

## **Ethics Training Workshop (E, CE)**

*Compagno*

This interactive training workshop will cover a variety of issues of particular importance to community college trustees, including conflicts of interest, acceptance of gifts, transparency, required disclosures, and misuse of public resources, with an emphasis on the relationship between "law" and "ethics." Workshop participants will receive a Certificate of Completion.

**Jack P. Lipton**, *Senior Partner, Burke, Williams & Sorensen, LLP*

**5:30 p.m. – 6:30 p.m.**

### **Reception for New Trustees (New Trustees Only)**

*Glides Market (lobby level)*

**6:30 p.m.**

### **Out on the Town (On-Your-Own dinner break)**

www.yelp.com (search Sacramento restaurants), or check your smartphone Local app for local restaurant information and reservations.

### ***A SPECIAL WELCOME!***

We extend a special welcome to new California community college trustees. New trustees are identified by stars on their name badges.

## SATURDAY, JANUARY 27

7:30 a.m.

### Registration

*Ballroom Foyer (lower level)*

7:30 a.m.

### Light Breakfast

*Gardenia (lower level)*

8:30 a.m. – 12:00 p.m.

### Effective Trusteeship (A, G, SS, NT, CE)

*Gardenia*

Both new and experienced trustees will benefit from this comprehensive overview of governing board responsibilities with emphasis on participatory governance, faculty and staff diversity, and accreditation.

**Moderator:** *Donna Miller, Former Trustee, North Orange CCD*

**Panelists:** *Julie Bruno, President, ASCCC; Barbara Dunsheath, Trustee, North Orange CCD; Jose Fierro, President/ Superintendent, Adriana Flores-Church, Vice President of Human Resources/Assistant Superintendent and Marisa Pérez, Trustee, Cerritos College; Wanden Treanor, Trustee, Marin CCD, Richard Winn, President, Accrediting Commission for Community and Junior Colleges (ACCJC)*

### Discussion Table Leaders

Members of the Advisory Committee on Education Services (ACES)

12:00 p.m. – 1:30 p.m.

### Colleague Connections Lunch Break – On Your Own

An opportunity for new trustees to discuss effective boardsmanship with a trustee member of the League's Advisory Committee on Education Services (ACES).

Visit the "Sheraton Link" on the second floor landing and log on to [www.yelp.com](http://www.yelp.com) (search Sacramento restaurants), or check your smartphone Local app for local restaurant information and reservations.



## CONCURRENT SESSIONS

1:45 p.m. – 3:30 p.m.

### **The Board's Role in Fiscal Policy (FR, NT, CE)**

*Carr*

Fiscal stewardship is a key responsibility of public governing boards, ensuring resources are dedicated to educating students and meeting community needs, both now and into the future. Fiscal policy decision often live much longer than your tenure as a trustee. Understanding sustainability, having appropriate reserves, as well as understanding any long-term liabilities, are all part of the trustee's role in fiscal policy. This session covers how colleges are funded, legal and other constraints on expenditures, and what policy issues boards consider when approving budgets. We will also welcome questions about stabilization and other key issues facing trustees currently.

**Dianne McKay**, *Trustee, Ventura CCD*; **Andy Suleski**, *Vice President of Administrative Services, Butte-Glenn CCD*

### **Enrollment Management: What Is It? Why Do We Do It? And What Does It Impact? (FR, G, SS, CE)**

*Beavis*

As an integral part of any college district operations, enrollment management expands access and opportunities and creates possibilities for the college and the students that it serves. Maximizing opportunity via enrollment management is impacted by state funding formulas, initiatives and priorities. And, at the same time, the results of the collective efforts at the local level to grow our colleges impact on state policy and the funding that is available to us.

This session will explore:

- The ripple effect of enrollment management
- The impact of state funding formulas and growth factors on local district operations
- Ways to view enrollment management as a strategy and enhance any district's effectiveness and service to its local community
- Options and opportunities for integrating enrollment management as part of the framework to help districts meet their mission and the new BOGs Vision Statement

During this session, we invite you to share your ideas, ask questions, identify areas for policy development, and become even more effective and inspired to return to your colleges determined to make the most of serving your communities.

**Dianne Van Hook**, *Chancellor, Santa Clarita CCD*, **Erik Skinner**, *Vice President of Administrative Services, Sierra Joint CCD*

1:45 p.m. – 5:00 p.m.

## Board Chair Workshop

*Tofanelli*

### Panelists:

**Dustin Johnson**, *Trustee, Los Rios CCD*

**Donna Miller**, *Former Trustee, North Orange County CCD*

**Kindred Murillo**, *Superintendent/President, Southwestern CCD*

*Members of the Advisory Committee on Education Services (ACES)*

**Part I** Opening and Introduction

**Part II** The Role of the Board Chair and Effectively Engaging Others,  
Board Retreats and Board Evaluations

**Part III** Effective Meeting Strategies and Techniques

### BREAK

**Part IV** CEO Perspectives on the Board Chair Role

**Part V** Question and Answer Discussion

3:45 p.m. – 5:00 p.m.

## Guided Pathways: Addressing the California Vision (G, SS, NT)

*Carr*

This session will provide an overview of Guided Pathways, its implementation in California and relationships to the Chancellor's Vision for Success, and the role Trustees play along with the CEO in supporting colleges' efforts to improve student achievement by implementing Guided Pathways.

**Bill McGinnis**, *Trustee, Butte-Glenn CCD*; **Sandra Fried**, *Executive*

*Director, Success Center, California Community College Foundation*;

**Sonya Christian**, *President, Bakersfield College*

## What Should Trustees Be Asking During Labor Negotiations?

(FR, G, CE)

*Beavis*

As a board member it is critical to understand the role of the board in the negotiation process. The session will have a panel of experts sharing their perspective on how boards can best support the process through strategic questions. Join us and engage in conversation with the experts.

**Moderator: Jeff Kellogg**, *Trustee, Long Beach CCD*

**Panelists: Ann-Marie Gabel**, *Executive Vice President, Finance, Facilities & Technology Services, Long Beach CCD*; **Jannett Jackson**, *Chancellor, Chabot Las Positas*; **Cindy Vyskocil**, *Vice Chancellor Human Resources, South Orange County CCD*

5:00 p.m. – 6:00 p.m.

**Networking Reception**

*Third Floor*

Sponsored by Atkinson, Andelson, Loya, Ruud & Romo

Music by DeBop Jazz Combo, American River College Jazz Collective

6:00 p.m. – 7:30 p.m.

**Welcome Dinner**

*Gardenia*

**Introduction of New Trustees**



**Ann Ransford**, President, CCCT Board of Directors  
Trustee, Glendale CCD



**Eloy Ortiz Oakley**, Chancellor  
California Community Colleges Chancellor's Office

**SUNDAY, JANUARY 28**

7:30 a.m. – 8:30 a.m.

**Breakfast**

*Gardenia*

8:00 a.m. – 10:15 a.m.

**Building an Effective Board/CEO Relationship: The Secret to Community College Leadership Stability and Success (BC, NT, CE)**

*Gardenia*

The Board/CEO relationship is key to the success of a district. Since 1995 the League has conducted a biennial CEO Tenure and Retention Study. As of the 7th update of the study California CEOs continue to persist at a low average rate of 3.5 years in their role as opposed to the 7-year national average. Two recent studies by the UC Davis Wheelhouse of CEOs and Boards of Trustees underscored the challenging environment that has created historically short CEO tenure in California community colleges. This session will look at those issues and discuss strategies for elongating CEO tenure and strengthening the relationship between community college Boards and their CEOs.

Prior to the session participants will be encouraged to review the Wheelhouse studies and a recent article by long-serving California community college President Bill Scroggins. A panel of successful Board members and CEOs will provide advice and counsel with ample time for in-depth dialogue about success strategies.

**Presenter/Moderator: Brice Harris**, *State Chancellor Emeritus, California Community Colleges*

**Panelists: Marlon Hall**, *Superintendent/President, Lassen College*; **Linda Wah**, *Trustee, Pasadena City College*; **Frank Chong**, *Superintendent/President, Santa Rosa Junior College*; **Jacqueline Rodarte**, *Trustee*, **Cheryl Marshall**, *Chancellor, North Orange CCD*; **Manuel Baca**, *Trustee*, **Judith (Judy) Chen Haggarty**, *Trustee*, **William (Bill) Scroggins**, *Superintendent/President, Mt. San Antonio College*

## THANKS!

Our Thanks to the Advisory Committee on Education Services for their Contributions and Support

**Teresa Brown**, *Trustee, San Joaquin Delta CCD*

**Judith Chen Haggarty**, *Trustee, Mt. San Antonio CCD*

**Keith Curry**, *CEO/Provost, Compton CCD*

**Barbara Dunsheath**, *Trustee, North Orange Co CCD*

**Marlon Hall**, *Superintendent/President, Lassen CCD*

**Michele Jenkins**, *Trustee, Santa Clarita CCD*

**Jeff Kellogg**, *Trustee, Long Beach CCD*

**Larry Kennedy**, *Ventura County CCD*

**Sonia Lopez**, *Compton CCD*

**Dianne McKay**, *Trustee, Ventura County CCD*

**Donna Miller**, *Former Trustee, North Orange CCD*

**Nancy Palmer**, *Trustee, Sierra Joint CCD*

**Eric Payne**, *Trustee, State Center CCD*

**Wanden Treanor**, *Trustee, Marin CCD*

**Gilbert Wang**, *Trustee, Foothill-DeAnza CCD*

# *2018 LEAGUE CALENDAR OF EVENTS*

## **Asilomar Leadership Skills Seminar**

February 11 – 14, Pacific Grove

## **CEO Symposium**

March 2 – 5, Seascapes Resort, Monterey Bay

## **Phi Theta Kappa Awards Luncheon**

April 2, Sacramento Convention Center

## **Annual Trustees Conference**

May 4 – 6, Hyatt Regency Valencia

## **CEO Leadership Academy**

June 8 – 10, Resort at Squaw Creek, Lake Tahoe

## **Classified Leadership Institute**

June 14 – 16, Ventura Beach Crowne Plaza

## **Student Trustees Workshop**

August 10 – 12, Hilton San Francisco Airport Bayfront

## **Annual Convention**

November 15 – 17, Westin Mission Hills, Rancho Mirage

# EXCELLENCE IN TRUSTEESHIP TRACKING FORM

Complete the form below to track the conference sessions you attended to earn credit towards the Excellence in Trusteeship Program (ETP) certificate. Approved sessions have been noted throughout the program with the following designated competencies:

- (A) – Accreditation
- (BA) – Brown Act
- (BC) – Board/CEO Relationship
- (BE) – Board Evaluation
- (E) – Ethics
- (FR) – Fiscal Responsibilities
- (G) – Governance
- (SS) – Student Success

## FRIDAY, JANUARY 26

Time	Title of Session	Competency (A, G, SS, etc.)

## SATURDAY, JANUARY 27

Time	Title of Session	Competency (A, G, SS, etc.)

## SUNDAY, JANUARY 28

Time	Title of Session	Competency (A, G, SS, etc.)

# EFFECTIVE TRUSTEESHIP WORKSHOP EVALUATION

Please help us assess the Effective Trusteeship Workshop by completing this evaluation and placing it in the box provided on Sunday morning or by dropping it at the League's registration desk. Please rate the session by circling a number. Comments are also welcome. Thank you!

Name (optional): \_\_\_\_\_

\_\_\_\_\_ New Trustee

\_\_\_\_\_ Continuing Trustee

## PLEASE RATE THESE SESSIONS:

	Poor				Excellent
<b>FRIDAY, JANUARY 26</b>					
<b>Introduction to the Brown Act</b> (Goluba)	1	2	3	4	5
Comments and Suggestions:					
<b>Introduction to Roles &amp; Responsibilities</b> (Brown, McKay)	1	2	3	4	5
Comments and Suggestions:					
<b>Ethics Training Workshop</b> (Lipton)	1	2	3	4	5
Comments and Suggestions:					
<b>Introduction to California Community College Athletics 101</b>	1	2	3	4	5
(Curry, Cardone, Luster)					
Comments and Suggestions:					

	<b>Poor</b>			<b>Excellent</b>	
<b>SATURDAY, JANUARY 27</b>					
<b>Effective Trusteeship Workshop</b>	1	2	3	4	5
Comments and Suggestions:					

<b>The Board's Role in Fiscal Policy</b>	1	2	3	4	5
(McKay, Suleski)					
Comments and Suggestions:					

<b>Enrollment Management</b>	1	2	3	4	5
(Van Hook, Skinner)					
Comments and Suggestions:					

<b>Guided Pathways, Addressing the California Vision</b>	1	2	3	4	5
(McGinnis, Fried, Christian)					
Comments and Suggestions:					

<b>What Should Trustees' Be Asking During Labor Negotiations?</b>	1	2	3	4	5
(Kellogg, Gable, Jackson, Vyskocil)					
Comments and Suggestions:					

<b>SUNDAY, JANUARY 28</b>					
<b>Building an Effective Board/CEO Relationship</b>	1	2	3	4	5
(Baca, Chen Haggerty, Chong, Hall, Harris, Marshall, Rodarte, Scroggins, Wah)					
Comments and Suggestions:					



*SAVE THE DATE!*

**2018  
ANNUAL TRUSTEES  
CONFERENCE**



May 4-6  
Hyatt Regency Valencia







COMMUNITY COLLEGE LEAGUE OF CALIFORNIA