

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

EFFECTIVE TRUSTEESHIP

AND BOARD CHAIR

WORKSHOPS

January 24-26, 2020
Sheraton Grand Sacramento





We get the big picture.

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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.

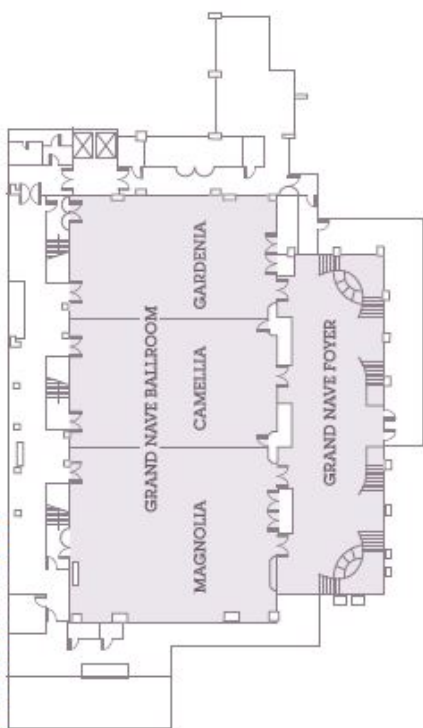
The Effective Trusteeship Workshop has been rated the single best orientation to the board's role: The Board Chair Workshop also provides much practical advice. I hope you enjoy and benefit from the events. Please do not hesitate to use the resources of CCCT and the League Office as you continue in your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



Linda Wah

Trustee, Pasadena Area CCD
President, California Community College
Trustees (CCCT) Board

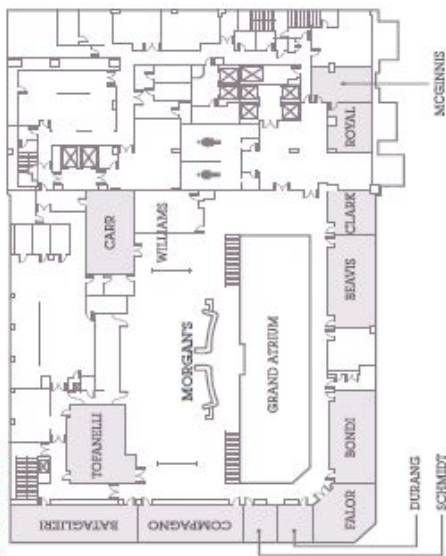
Lower Level



Sheraton Grand Sacramento

HOTEL

Level 2



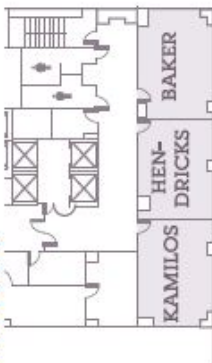
Lobby Level

Public Market Bar
Glide's Event Space

Level 4

Sheraton Fitness
Swimming Pool
Executive & Sales-Catering Office

Level 3



DOWNLOAD THE MOBILE APP!

It's a program in your pocket! Access workshop information on your mobile device by downloading the AttendeeHub App to access our mobile app!

Download the app in 3 easy steps!

1. Go to the App Store or Google Play Store on your mobile device.
2. Download the CrowdCompass AttendeeHub App.
3. Search for **2020 Effective Trusteeship & Board Chair Workshops** and download the event! If you have already downloaded the app, you will only need to search and download the event.



You can also view the event app online at event.crowdcompass.com/cclc-etw2020 or scan the QR code below.



COMMUNITY
COLLEGE



NATIONAL
LEGISLATIVE
SUMMIT

California Delegation Breakfast & Briefing

\$65 / per person

TUESDAY, FEBRUARY 11
8:00 a.m. - 9:30 a.m.

MARRIOTT MARQUIS
WASHINGTON, DC

2020

Hosted by



COMMUNITY
COLLEGE LEAGUE
OF CALIFORNIA



FOUNDATION *for* CALIFORNIA
COMMUNITY COLLEGES



Join California community college leaders in a meeting to strengthen our collective voice as we prepare for productive visits on Capitol Hill. Held in conjunction with the National Legislative Summit.

REGISTER: www.ccleague.org/NLS20-ca-delegation

WORKSHOP TRACKS

There are two tracks for this workshop. Sessions are noted throughout the program with the corresponding track abbreviation, either NT/2nd YR or CE.

TRACK: New Trustees/2nd Year Trustees (NT/2nd YR)

FRIDAY, JANUARY 24

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act
Carr

3:00 p.m. – 5:30 p.m.

Trustee Roles and Responsibilities:
One Year + Later
Carr

SATURDAY, JANUARY 25

8:30 a.m. – 12:00 p.m.

Effective Trusteeship Plenary
Gardenia

1:45 p.m. – 3:30 p.m.

Trustees' Financial Responsibilities
2.0 – A Deeper Dive into The
Board's Role in Fiscal (How Do We
Budget for It?)
Carr

3:45 p.m. – 5:00 p.m.

Demystifying the Legislative
Process for Collective Advocacy
Beavis

SUNDAY, JANUARY 26

8:00 a.m. – 10:15 a.m.

Board Support of CEO
Gardenia/Camellia

TRACK: Continuing Education (CE)

FRIDAY, JANUARY 24

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act
Carr

3:00 p.m. – 5:30 p.m.

Ethics Training Workshop
Tofanelli

SATURDAY, JANUARY 25

8:30 a.m. – 12:00 p.m.

Effective Trusteeship Plenary
Gardenia

1:45 p.m. – 3:30 p.m.

Strategic Enrollment Management:
Ensuring Student Success
Beavis

1:45 p.m. – 3:30 p.m.

Advanced Board Chair Forum
Bataglieri

3:45 p.m. – 5:00 p.m.

A Conversation about Calbright
College
Carr

3:45 p.m. – 5:00 p.m.

Success Through Diversity:
Acknowledging Our Past and
Reshaping Our Future
Bataglieri

SUNDAY, JANUARY 26

8:00 a.m. – 10:15 a.m.

Board Support of CEO
Gardenia/Camellia

WORKSHOP SCHEDULE

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 24

11:00 a.m. – 6:00 p.m.

Registration

Ballroom Foyer (Lower Level)

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act (BA, NT/2nd YR)

Carr

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

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

3:00 p.m. – 5:30 p.m.

CONCURRENT SESSIONS

Trustee Roles and Responsibilities: One Year + Later (G, NT/2nd YR)

Carr

You thought you knew what being a trustee would be like. You attended ETW and learned about your role and responsibilities. A year—or more later—come talk about how your actual trustee experience was, what you expected, or something different. This is a facilitated session with full audience participation. Come prepared to share!

Teresa Brown, Trustee, San Joaquin Delta CCD; **Wendy Ho**, Trustee, San Jose Evergreen CCD; **Sonia Lopez**, Trustee, Compton CCD

Ethics Training Workshop (E, CE)

Tofanelli

This interactive training workshop will cover a variety of issues important to community college trustees, including Closed Session ethics, 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 Lipton, Partner, Burke, Williams & Sorensen, LLP

5:30 p.m. – 6:30 p.m.

Reception for New and 2nd Year Trustees

Glides Market (Lobby Level)

6:30 p.m.

Dinner Break

Dinner is on your own. Search Sacramento restaurants at www.yelp.com for local restaurant information and reservations.

SATURDAY, JANUARY 25

7:00 a.m. – 7:00 p.m.

Registration

Ballroom Foyer (Lower Level)

7:30 a.m. – 8:30 a.m.

Breakfast

Gardenia

8:30 a.m. – 12:00 p.m.

Effective Trusteeship Plenary (G, SS, NT/2nd YR, CE)

Gardenia

Both new and experienced trustees will benefit from this comprehensive overview of governing board responsibilities with emphasis on K-12 Partnerships, Dual Enrollment and Contract Education.

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

Panelists: *William Duncan, Superintendent/President, Sierra College;*

Cynthia Olivo, Vice President of Student Services, Pasadena City College;

Regina Stanback Stroud, Chancellor, Peralta CCD; Andy Suleski, Vice

President of Administrative Services, Butte College

Discussion Table Leaders

Members of the Advisory Committee on Education Services (ACES)

11:30 a.m. – 1:30 p.m.

Colleague Connections Lunch Break

Lunch is on your own. Search Sacramento restaurants at www.yelp.com for local restaurant information and reservations. Today's lunch break is an opportunity for new trustees to discuss effective Boardmanship with a trustee member of the League's Advisory Committee on Education Services (ACES).

1:45 p.m. – 3:30 p.m.
CONCURRENT SESSIONS

Trustees' Financial Responsibilities 2.0 – A Deeper Dive into The Board's Role in Fiscal (How Do We Budget for It?) (FR, NT/2nd YR)

Carr

This session will include a more detailed look at the workings of the new Student-Centered Funding Formula and monitoring performance, and the effects of enrollment management, building reserves, managing the STRS and PERS rate increases, and negotiations. We will also look at the Governor's January budget proposal and how this proposal may affect the finances of your district.

Andy Suleski, Vice President of Administrative Services, Butte- Glenn CCD

Strategic Enrollment Management: Ensuring Student Success (FR, G, CE)

Beavis

Strategic Enrollment Management (SEM) supports and facilitates integrated student-focused planning. This session will focus on how intentional SEM planning supports colleges in achieving their Vision for Success goals through the implementation of Guided Pathways and the Student-Centered Funding Formula. Specifically, the session will address such topics as targeted student enrollment and completion goals and strategies, the importance of onboarding and retention, and the critical role the class schedule plays in operationalizing a college's strategic enrollment management planning. Trustees will discuss how they can support their college as it works to create and implement integrated enrollment planning focused on student success.

James Todd, Vice President of Instruction, San Joaquin Delta College;

Michelle Barton, Senior Director, Planning, Research, Institutional

Effectiveness, and Grants, Palomar College; **Teresa Brown**, Trustee, San Joaquin Delta CCD

Advanced Board Chair Forum (BE, G, CE)

Bataglieri

If you have previously attended the Board Chair Workshop and would like to go deeper into nuanced areas, come join your colleagues in a facilitated discussion session to 'up your game'. Bring examples of challenges you would like to address and be prepared to share best practices on managing procedural issues, communication protocols and internal board challenges.

Wanden Treanor, Trustee, Marin CCD

1:45 p.m. – 5:00 p.m. Board Chair Workshop

Tofanelli

The workshop will focus on the role of the Board Chair and how to effectively engage others, organize board retreats, and conduct board evaluations. It will also share how to effectively run meetings including guidelines for parliamentary procedures, how to deal with difficult situations including conflicts. Finally, the workshop will cover the CEO perspectives on the role of the Board Chair.

PANELISTS:

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

Cheryl Marshall, *Chancellor, North Orange County CCD*

Dianne McKay, *Trustee, Ventura CCD*

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. CONCURRENT SESSIONS

A Conversation about Calbright College (SS, CE)

Carr

Join us for a conversation to dispel rumors and myths about what Calbright College is doing and explain how the online college operates within our system. Presenters will discuss ways districts can engage and work collaboratively with Calbright.

Derek Gordon, *Chief Operating Officer, CalBright College*; **Wanden Treanor**, *Trustee, Marin CCD*

Demystifying the Legislative Process for Collective Advocacy (G, NT/2nd YR)

Beavis

Find your voice and advocate for issues that will impact California's community college districts during the 2020 Legislative session. This session will demystify the legislative process and provide a preview of the coming session with particular examination of current higher education policy issues. Topics include data on California Community Colleges' changing student demographics, the state budget process and a legislative preview, and information on strategies to sharpen advocacy efforts for the 2020 session.

Lizette Navarette, *Vice President, Community College League of California*

3:45 p.m. – 5:00 p.m. CONCURRENT SESSIONS

Success through Diversity: Acknowledging Our Past and Reshaping Our Future (G, SS, CE)

Bataglieri

Come join the discussion to hear what California's first community college and one of our newest colleges has done to reshape the future community college workforce. Engaging faculty through professional development, advancing a deep understanding of equity and moving past old ideas around diversity to reshape our future. Fresno City College and Clovis Community College have engaged with the Center for Urban Education to spark equity-mindedness. "Equity-Mindedness" refers to the mode of thinking exhibited by practitioners who call attention to patterns of inequity. It also requires individuals to be race-conscious and aware of the social and historical context of exclusionary practices in American Higher Education.

Carole Goldsmith, *President, Fresno City College*; **Lori Bennett**, *President, Clovis Community College*

5:00 p.m. – 6:00 p.m. Networking Reception

Kamilos/Hendricks/Baker (Third Floor)

Network with colleagues and enjoy light refreshments. Music by American River College Jazz Collective.

Sponsored by Atkinson, Andelson, Loya, Ruud & Romo

6:00 p.m. – 7:30 p.m. Welcome Dinner

Gardenia

Introduction of New Trustees



Linda Wah

*Trustee, Pasadena Area CCD
President, California Community College Trustees
(CCCT) Board*



Larry Galizio

*President & CEO, Community College League of
California*

SUNDAY, JANUARY 26

7:00 a.m. – 7:00 p.m.

Registration

Ballroom Foyer (Lower Level)

7:30 a.m. – 8:15 a.m.

Breakfast

Gardenia/Camelia

8:15 a.m. – 10:15 a.m.

Board Support of CEO—CEOs Need Professional Development for Continued Improvement, Keeping Up with Changing Needs and Legislation. (BC, BE, NT/2nd YR, CE)

Gardenia/Camelia

Today's CEOs face unprecedented challenges that require different skills than CEOs in their seat a decade ago. To safeguard the success of their institutions, Boards must ensure the CEOs continuous learning to monitor current developments, and network within the state and nation to anticipate and influence policies that will have direct impact on their institutions. Join a panel of colleague trustees in discussing ways in which boards can support their CEOs in professional development.

Doug Houston, Chancellor, Yuba CCD; **Judith Chen Haggerty**, Trustee, Mt. San Antonio CCD; **Meredith Brown**, Trustee, Peralta CCD; **Michael Pasquale**, Trustee, Yuba CCD

SAVE THE DATE

ANNUAL TRUSTEES CONFERENCE

May 1-3, 2020

Hilton La Jolla Torrey Pines



ADVISORY COMMITTEE ON EDUCATION SERVICES (ACES)

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

Meredith Brown, Trustee, Peralta CCD

Teresa Brown, Trustee, San Joaquin Delta CCD

Barbara Dunsheath, Trustee, North Orange County CCD

Celia Esposito-Noy, Superintendent/President, Solano Community College

Mark Evilsizer, Trustee, Palomar CCD

Carole Goldsmith, Co-Chair, President, Fresno City College

Judith Chen Haggerty, Trustee, Mt. San Antonio CCD

Wendy Ho, Trustee, San Jose-Evergreen CCD

Michele Jenkins, Trustee, Santa Clarita CCD

Greg Gillespie, Chancellor, Ventura County CCD

Sonia Lopez, Trustee, Compton CCD

Dianne McKay, Trustee, Ventura County CCD

Donna Miller, Trustee Emeritus, North Orange County CCD

Nancy Palmer, Trustee, Sierra Joint CCD

Michael Pasquale, Co-Chair, Trustee, Yuba CCD

Martha Uriarte, Student Trustee, South Orange County CCD

Wanden Treanor, Trustee, Marin CCD

Gilbert Wong, Trustee, Foothill-De Anza CCD

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

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Website: www.ccleague.org

ASSOCIATION OPERATIONS

Larry Galizio, President/CEO

Lizette Navarette, Vice President

Agnes Lupa, Senior Executive Assistant

FISCAL SERVICES

Sarah Kiesling, Chief Financial Officer

Deborah Adkins, Accounting/Facilities Specialist

Alexis Barone, Accounting Associate

DISTRICT SERVICES

Lisa Mealoy, Director, District Services and Development

James Wisner, Director, Library Resources Consortium

Jane Wright, Director, Policy & Procedure Services

EDUCATION SERVICES AND LEADERSHIP DEVELOPMENT

Carmen Sandoval, Director

Sylvia Harris, Associate

GOVERNMENT RELATIONS

Ryan McElhinney, Legislative Advocate

Rina Kasim, Member Resources Associate

Gerson Liahut-Sanchez, Fellow

COMMUNICATIONS AND MARKETING

Laura Murrell, Manager

MEETINGS AND EVENTS

Jimmy Madrigal, Manager

Sadie Brown, Registration and Database Coordinator

2020 LEAGUE CALENDAR OF EVENTS

Asilomar Leadership Skills Seminar

February 18-21, Pacific Grove

CEO Symposium

February 27– March 1, Hyatt Regency Sonoma Wine Country

Phi Theta Kappa Awards Luncheon

March 17, DoubleTree by Hilton Sacramento

Annual Trustees Conference

May 1-3, Hilton La Jolla Torrey Pines

Classified Leadership Institute

June 11-13, Riverside Convention Center

CEO Leadership Academy

June 26-28, Kona Kai Resort, San Diego

Student Trustees Workshop

August 7-9, Mission Valley DoubleTree

Annual Convention

November 19-21, Hyatt Regency SFO

California Community College Trustees Endorsement for ACCT Elections

- Considering a position on the Association of Community College Trustees (ACCT) Board or one of its Committees?
- Interested in learning more about national advocacy on behalf of the California Community Colleges?

Apply for CCCT Board Endorsement from the Community College League of California, or add your name to the candidate pool for future elections. For questions about the endorsement process or how to get started in national service, contact Rina Kasim, Member Resources Associate, at rina@ccleague.org.



COMMUNITY
COLLEGE LEAGUE
OF CALIFORNIA

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. Retain this information and add to your comprehensive tracking form which will be submitted once you reach 27 credits. 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 24

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

SATURDAY, JANUARY 25

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

SUNDAY, JANUARY 26

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

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

_____ CEO

PLEASE RATE THESE SESSIONS: **Poor**

Excellent

FRIDAY, JANUARY 24

1:00 p.m. – 2:45 p.m.

Introduction to the Brown Act
(Goluba)

1

2

3

4

5

Comments and Suggestions:

CONCURRENT SESSIONS

3:00 p.m. – 5:30 p.m.

Ethics Training Workshop
(Lipton)

1

2

3

4

5

Comments and Suggestions:

Trustee Roles and Respons.
(Brown, Ho, Lopez)

1

2

3

4

5

Comments and Suggestions:

SATURDAY, JANUARY 25

8:30 a.m. – 12:00 p.m.

Effective Trusteeship Plenary
(Miller, Duncan, et. al)

1

2

3

4

5

Comments and Suggestions:

CONCURRENT SESSIONS

1:45 p.m. – 3:30 p.m.

Trustees' Financial Respons.
(Suleski)

1

2

3

4

5

Comments and Suggestions:

CONCURRENT SESSIONS (continued)

1:45 p.m. – 3:30 p.m.

| | | | | | |
|--|---|---|---|---|---|
| Strategic Enrollment Management | 1 | 2 | 3 | 4 | 5 |
| (Todd, Barton, Brown) | | | | | |
| Comments and Suggestions: | | | | | |

| | | | | | |
|-----------------------------------|---|---|---|---|---|
| Advanced Board Chair Forum | 1 | 2 | 3 | 4 | 5 |
| (Treanor) | | | | | |
| Comments and Suggestions: | | | | | |

1:45 p.m. – 5:00 p.m.

| | | | | | |
|-----------------------------|---|---|---|---|---|
| Board Chair Workshop | 1 | 2 | 3 | 4 | 5 |
| (Miller, Marshall, McKay) | | | | | |
| Comments and Suggestions: | | | | | |

CONCURRENT SESSIONS

3:45 p.m. – 5:00 p.m.

| | | | | | |
|---------------------------------------|---|---|---|---|---|
| A Conversation about Calbright | 1 | 2 | 3 | 4 | 5 |
| (Gordon, Treanor) | | | | | |
| Comments and Suggestions: | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| Demystifying the Legislative Process | 1 | 2 | 3 | 4 | 5 |
| (Navarette) | | | | | |
| Comments and Suggestions: | | | | | |

| | | | | | |
|----------------------------------|---|---|---|---|---|
| Success Through Diversity | 1 | 2 | 3 | 4 | 5 |
| (Goldsmith, Bennett) | | | | | |
| Comments and Suggestions: | | | | | |

SUNDAY, JANUARY 26

8:00 a.m. – 10:15 a.m.

| | | | | | |
|--------------------------------------|---|---|---|---|---|
| Board Support of CEO | 1 | 2 | 3 | 4 | 5 |
| (Houston, Haggerty, Brown, Pasquale) | | | | | |
| Comments and Suggestions: | | | | | |

NOTES

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

