

Recommendation Four:

The team recommends that the Board of Trustees adhere to its appropriate functions and policy orientation, and rely upon the District Chancellor for recommendations affecting the organization of the District as well as the hiring, retention, and termination of all categories of District and college staff. The team further recommends that the Board of Trustees clearly identify and widely disseminate the roles and responsibilities assigned to the District administration and those assigned to the college administration, so that the appropriate responsibility and authority and related accountability standards are established. (Standards 10A.3, 10A.4, 10C.1, 10C.2, 10C.3)

Progress to Date:

Since 2004, the board of trustees has continued to take steps to ensure that all members clearly understand its governance role. In May 2004, the vice chancellor for human resources conducted a special closed session in which micro-managing as it related to the District was defined and the role and responsibilities of the board was discussed.

On September 21 2004, the District held a candidate's night for the eight candidates who were running for the four Board seats. All College Presidents and District Service Center personnel were in attendance to present and discuss with the potential new trustees what their roles and responsibilities were and what the District / Colleges roles were including the role accreditation has.

General Counsel Thuy Thi Nguyen, on March 3, 2005, as part of an overall special retreat on strategic planning, discussed with the board in closed session the board's role and legal requirements placed on board members in the context of several pending and potential lawsuits.

The board of trustees also discussed its role in several board retreats held in 2005. At the March retreat, the board discussed strategic planning and the role of the board in moving planning forward. To that end, the board discussed the established goals of the board to ensure they provided clear direction to the college community. At the June 24-25, 2005 session, MIG consultants led the board through a discussion in which the board acknowledged that what is needed "is a concrete statement about the way in which the college plans drive the five District service centers." The major part of the second day of the retreat focused on "the board's role and responsibility in strategic planning and leadership of the District by focusing on policy issues and not micromanagement of the District and colleges."

Analysis of Results Achieved to Date

1. Previously, the Board of Trustees approved "request to advertise" classified positions during open sessions of board meetings. Since July 12, 2005, the board no longer approves advertisement of classified positions. As long as there was a budget in place to fund classified positions, there was no reason for the board to be involved in approving

such requests. The board would ensure accountability from the institution through the budgetary process;

2. Previously, the board of trustees approved employment of classified employees in closed session and such appointments would thereafter be announced in open session. Since July 12, 2005, the board no longer approves the employment of classified employees in either open or closed session. Such authorization has been entirely delegated to the chancellor; and

3. The board policy review committee is committed to separating the board policy from administrative procedures, so that the board of trustees only develops and reviews board policies. Administrative procedures are delegated to the chancellor and his staff to develop and revise. Such delegation has already occurred as evidenced by the board's approval of several board policies in chapter one of the Board Policy Manual on July 12, 2005. The board did not approve any administrative procedures at this board meeting. In addition to revisions and development of board policies relating to board meetings and board officers, the policy review committee developed and the board approved Board Policy 1.20, a new policy that delineates the board's role in the chancellor selection.

College Response

The four new trustee members were elected in November 2004 to the Peralta Board. Since that time the board discussed the ACCJC recommendations at the December board orientation that David Viar conducted, at the March Board retreat, and at the June Board retreat. In all instances the board members have been supportive of the colleges.

List of Documents

- Goals of the policy review committee 2005;
- Board meeting agenda; timed agenda; board meeting minutes; and handout from Dr. Viar;
- The Brown Act pamphlet;
- Last board meeting agenda with "Request to Advertise"; first board meeting agenda without "Request to Advertise"; and meeting minutes;
- Last board meeting agenda with "Employment"; first board meeting agenda without "Employment" in closed session; and meeting minutes; and
- July 12, 2005 Board meeting agenda; July 12, 2005 Board meeting minutes; July 12, 2005 Board meeting materials; and Board Policy 1.20 (Chancellor Selection).