

**Board of Trustees**  
**Agenda Calendar 2016-2017**  
**(Does not include retreats or special board meetings)**  
**2016**

**JULY**

Board Meeting:

- Report on Surplus Property
- 5 Year Construction Plan
- Quarterly Cash Flow and Burn Rate Analysis
- Program Review Report
- Approve Board Travel to ACCT in October
- Swear in Student Trustee
- Foundation Report
- Finalize President/Superintendent Goals and Objectives
- Finalize Board Goals
- Student Success Data: African American Students

Closed Session:

- Quarterly President/Superintendent Evaluation

Audit Committee:

- Update on Findings
- Update on Water Board Fines

Important Dates:

- July 4 - Independence Day

**AUGUST**

Board Meeting:

- Set Public Hearing: Final Budget
- Quarterly Financial Status Report
- Contract/Community Education/Non-Credit Report
- Keenan Presentation RE: ACA
- Sunshine Early Retirement Incentive Proposal
- Finalize Revised President/Superintendent Goals and Objectives
- Student Success Data: Native American Students

Closed Session:

- President/Superintendent Annual Evaluation

Board Workshop:

- Discussion of IPEDs Data and FTES Trends

- Envisioning the future of CR –

#### Important Dates:

- August 25 & 26- Convocation/Flex Days
- August 27 – Board Workshop

### **SEPTEMBER**

#### Board Meeting:

- Public Hearing: Final Budget
- Approve Final Budget
- Authorize Destruction of Records
- Delinquent Accounts Receivable Report
- Institutional Effectiveness Report
- Recognition of New Employees and Employee Service Awards
- Approve Budget Calendar
- Six-month Report on Equivalencies to Minimum Qualifications
- Bi-Annual Policy Review
- Approve Board Travel to CCLC Annual Conference in November
- Foundation Report
- Student Success Data: TBD
- Marketing Update

#### Important Dates:

- September 1 - Labor Day
- 4<sup>th</sup> Friday – Native American Day

### **OCTOBER**

#### Board Meeting:

- Appoint Ad Hoc Committee on Nominations for Board Officers
- EPA Spending Plan
- Quarterly Foundation Report
- Accreditation Update
- Review substantive change proposal
- Student Success Data: TBD

#### Audit Committee:

- Update on Findings
- President's Performance Evaluation/Goals
- Closed Session:
- Quarterly President/Superintendent Evaluation

## **NOVEMBER**

### **Board Meeting:**

- Accreditation: Task Force Summary on ACCJC
- Review Board goals
- Establish Board Meeting Dates, Times, Locations for

2016

- Quarterly Cash Flow and Burn Rate Analysis
- Set Board Calendar
- Quarterly Financial Status Report
- Institutional Effectiveness Scorecard
- Set Annual Board Meeting Schedule
- 50% Law Compliance
- Safety and Emergency Preparedness
- Student Fee Policy – review and set fee
- Professional Development Activities
- Diversity and Inclusion and Equity Discussion

### **Important Dates:**

- November 9- Veteran's Day
- November 26 - 27 - Thanksgiving Break

## **DECEMBER**

### **Board Organizational Meeting:**

- Elect Officers
- Appoint CR Foundation Representatives
- Appoint Audit Committee members
- Review Code of Ethics and Trustee Protocols (BP 2715 and AP 2715)
- Approve Academic Calendar
- Approve Board Travel to January CCLC Conference
- Accreditation Update
- Emeritus Status
- Student Success Data: TBD
- George Potamianos Sabbatical Presentation
- Update on Student Equity
- Substantive Change Proposal
- Assess Mission Statement

#### Important Dates:

- December 10 - Law Enforcement Academy Graduation
- December 21-25 and January 1 - All College Holidays

### **2017**

#### **JANUARY**

##### Board Meeting:

- Enrollment Trends Report
- Faculty Reductions in Force per CRFO contract Article 13
- Authorize Mid-Year TRAN Funding-Cash Flow Analysis
- Auxiliary Enterprise Report
- Appoint Ad Hoc President/Superintendent Evaluation Committee
- Appoint Ad Hoc Board Self Evaluation Committee
- Quarterly Cash Flow & Burn Rate Analysis
- Appoint Board Self-Evaluation Ad Hoc Committee
- CCCT Board Nomination
- Peter Blakemore Sabbatical Presentation
- Quarterly Foundation Report
- Student Success Data: TBD

##### Closed Session:

- Quarterly President/Superintendent Evaluation

##### Audit Committee:

- Accept Audit Reports

#### Important Dates:

- January 12 and 13 - Spring Flex Days
- January 16 - Martin Luther King Jr.'s Birthday

#### **FEBRUARY**

##### Board Meeting:

- Quarterly Financial Status Report
- Employee Benefits Fund Report
- Six-month Report on Equivalencies to Minimum Qualifications
- Sabbatical Leaves Requests per CRFO Section #4.10.5.3

- Tenure Review Report
- Accreditation Update
- Accept Audit Reports
- Kathy Smith Leadership Award
- Student Success Data: TBD
- Review draft Strategic Vision Statement

Important Dates:

- February 20 - President's Day

## **MARCH**

Board Meeting:

- Accreditation: Review draft Standard IV
- Assessment Report
- Approve Board Travel to Annual Trustees Conference in May
- Student Success Data: TBD
- Cindy Hooper Sabbatical Presentation

Closed Session:

- Quarterly President/Superintendent Evaluation

Important Dates:

- March 13-18 - Spring Break
- March 31 – Cesar Chavez Day

## **APRIL**

Board Meeting:

- Election of CCCT Board of Directors
- ASCR Report
- Bi-Annual Policy Review
- Centers and Sites Update
- Legislative Update
- Quarterly Cash Flow & Burn Rate Analysis
- Unrestricted General Fund Preliminary Budget
- Foundation Report
- First Review of Accreditation Self-Evaluation
- Review Mission Statement
- Student Success Data: Mission Statement Data
- Sale of house 41
- Sale of Garberville Site – Second Approval

Closed Session:

- Quarterly President/Superintendent Evaluation

Audit Committee:

- Update on Findings

**MAY**

Board Meeting:

- Quarterly Financial Status Report
- Student Success Scorecard
- ACCJC Annual Report and Annual Fiscal Report
- Resolution for Classified Employee Week
- Emeritus Faculty Nominations
- Authorize Annual TRAN Funding – Cash Flow Analysis
- Set Public Hearing for Gann Appropriations Limit
- Determine Student Trustee Privileges
- Draft Annual Institutional Plan for 2016-17
- Grants Update

Closed Session:

- Review Survey Responses to President/Superintendent Evaluation

Important Dates:

- May 12- Del Norte Commencement, Mendocino Commencement
- May 13 - Eureka Commencement, Klamath-Trinity Commencement, Nurses Pinning
- May 29 - Memorial Day

**JUNE**

Board Meeting:

- Public Hearing: Gann Appropriations Limit
- Approve Gann Appropriations Limit
- Approve Student Representative Travel-CCLC Student Trustee August Workshop
- Annual Report on Student Suspensions
- Swear in Student Trustee
- Approve Tentative Budget
- Equal Employment Opportunity (EEO) Plan
- Accreditation Update
- Quarterly Foundation Report
- Approve 2017-18 Board Agenda Calendar

- Student Success Data: TBD

Closed Session:

- Review President/Superintendent Self-Evaluation and Summary of Evaluation Surveys

Important Dates:

- June 15 – Law Enforcement Academy Graduation