

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT



BOARD OF TRUSTEES

Gregory A. Pensa, President
Hilda Zacarias, Vice President
Alejandra Enciso
Jeffery C. Hall
Suzanne Levy, Ed.D.

AGENDA Board Retreat

Tuesday, July 16, 2024

Allan Hancock College
Lompoc Valley Center

Open Session - Building 3 - Room 114 – 3:00 p.m.
Closed Session - Building 1 - Room 102H – 4:00 p.m.
One Hancock Drive, Lompoc, CA 93436

	<u>Page</u>	<u>Tentative Time</u>
1. Call to Order		3:00 PM
2. Public Comment		
<p>Public comments on an agenda item or another topic within the jurisdiction of the board of trustees will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: jmcgee@hancockcollege.edu The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment for each item. Testimony on specific agenda items will be welcome during consideration of the item by the Board of Trustees. When public testimony is completed regarding a specific agenda item, discussion is then confined to board members only. This practice is in accordance with laws governing Board of Trustees public meetings.</p>		
3. Presentations		
3.A. Strategic Enrollment Management		
<p>Dr. Curry, associate superintendent/vice president, Academic Affairs, will provide an update on strategic enrollment management.</p>		
3.B. Language Accessibility in Outreach, Marketing, and Events		
<p>Allan Hancock College Cabinet will present information about institutional practices on Spanish translation.</p>		
4. Action		
<p>No action items were submitted.</p>		
5. Information		
5.A. Goals and Accomplishments for 2023-2024	3	

	<u>Page</u>	<u>Tentative Time</u>
5.B. Board Self-Evaluation	13	
6. Public Comment to Closed Session		
<p>This section of the agenda is intended for members of the public to address the Board of Trustees on items involving the community college district that are being considered in Closed Session. <i>Please note that board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.</i> Public comments will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: jmcgee@hancockcollege.edu The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment card for each item.</p>		
7. Adjourn to Closed Session		4:00 PM
7.A. Evaluation of the Superintendent/President		



Kevin G. Walthers, Ph.D.
Secretary to the Board of Trustees

To: Board of Trustees	Date: July 16, 2024
From: Superintendent/President	
Subject: Goals and Accomplishments	Item Number: 5.A.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 10

BACKGROUND

Staff has prepared a report of goals and accomplishments for the 2023-24 academic year. The report is attached for your review.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------

2023/24 Goals and Accomplishments

Dept. Academic Affairs		<u>Project Description</u>	<u>Cost</u>	<u>Timeline</u>	<u>Institutional Goals</u>	<u>Person(s) Responsible</u>	<u>Update</u>
<u>No.</u>	<u>Project Name</u>						
1	Equipment Prioritization	Prioritize instructional equipment (at department, dean, and division levels) and expend annual equipment allocation, Strong Workforce, and CTEA funds in support of instructional programs	\$1,187,150	8/2023-3/2024	Accreditation Standard III	Bob/Deans/Dept. Chairs	Ongoing; Received 318 requests and 89 were funded through instructional equipment, CAEP, SWP, and restricted lottery)
2	Board Policies	Work with Academic Senate to review/revise existing board policies and develop new policies	N/A	2023-2024	Accreditation Standard IV	Bob/Student Learning Council/Academic Senate	Ongoing; ten policies reviewed, one new policy developed.
3	Academic Senate/Academic Policy and Planning Curriculum (AP&P)	Support Academic Senate and AP&P in the development of new programs and courses, the modification of existing programs and courses.	N/A	Fall 23 - Spring 24	Accreditation Standard II	Bob/Academic Senate/AP&P	12 new programs; 27 modified programs; 45 new courses; and 176 modified courses
4	Strategic Enrollment Management (SEM) Program and Plan	Academic affairs worked with student services, public affairs, and institutional effectiveness in a yearlong participation in the RP Group-led SEM program and project to develop a new SEM Plan.		Fall 23 - Spring 24	Accreditation Standard II	Bob/Genevieve/Lauren/Deans	The plan was completed and will be approved for adoption at the start of fall 2024
5	Bachelor's degree proposed in Applied Professional Studies	Through Rick Rantz's efforts, a new bachelor's degree in applied professional studies was developed and proposed to the Chancellor's Office. ACCJC has approved a substantive change to our institutional accreditation pending final program approval.	N/A	Spring 2024	Accreditation Standard II	Rick/Bob	The program was proposed in January 2024. It has not yet been approved by the Chancellor's Office
6	Cal Poly 2+2 sociology pathway program	Academic affairs and student services worked with partners at Cal Poly to implement a 2+2 degree pathway program in sociology to start in fall 2024. Rick Rantz worked with his counterpart at Cal Poly to plan the pathway.	N/A	2022-2024	Accreditation Standard II	Rick/Bob/Deans	The program has been in development since 2022, and it will begin in fall 2024
7	CTE Academy	CTE faculty and staff created the CTE Career Academy to prepare students to successfully enter the workforce, with two components: CTE workforce preparation courses designed to prepare them and provide basic skills for entry-level employment in their chosen field, and the Career Readiness Academy, designed prepare them for successful integration into the workforce.	\$150,000, funded through Regional Equity and Recovery Partnerships (RER) Grant	2024-2025	Accreditation Standard II	CTE Faculty/CTE Dean and staff	The program was implemented in 2024, and the project will conclude in December 2025

2023/24 Goals and Accomplishments

8	Pre-radiography Certificate of Achievement transfer pathway	The Pre-radiography Certificate of Achievement program prepares the student to develop the foundational knowledge in radiography and transfer to the Santa Barbara City College (SBCC) Associate in Science degree in Radiography and the California State University Northridge for the baccalaureate degree. The program is a partnership with the SBCC radiography program to provide this career and technical education access to the students of the northern Santa Barbara and San Luis Obispo counties. Upon program completion, the graduate meets the requirements for the SBCC associate degree in radiography program.	N/A	2023-2024	Accreditation Standard II	Health Sciences Faculty and Dean/Bob, in partnership with SBCC	This program was planned in 2023-2024, with launch in 2025
---	---	--	-----	-----------	---------------------------	--	--

Dept. Administrative Services

<u>No.</u>	<u>Project Name</u>	<u>Project Description</u>	<u>Cost</u>	<u>Timeline</u>	<u>Institutional Goals</u>	<u>Person(s) Responsible</u>	<u>Update</u>
1	Vernon Group Apartments	Initiated Board Resolution 23-22 to authorize Development and Lease Agreement between AHJCCD and The Vernon Group, LLC.	None	Fall 2023	Accreditation Standard III	Dennis Curran	Completed
2	AHC Out of State Resident Merit Scholarship	Initiated Board Resolution 24-18 to approve the establishment of the AHC Out of State Resident Merit Scholarship	None	Spring 2024	Accreditation Standard III	Dennis Curran	Completed
3	Board Policies 6200 and 6620	Revised policies to include updates from CCLC to reflect new statutes and regulations	None	Spring 2024	Accreditation Standard III	Dennis Curran	Complete
4	Communication Training/Team Building	VP hosted event to include administrators and staff as participants	None	Spring 2024	Accreditation Standard III	Dennis Curran	Completed
5	Space Use Agreement Between Manzanita Public Charter School and AHJCCD	Initiated Board Resolution 24-23 to authorize a long-term lease with Manzanita Public Charter School	None	Spring 2024	Accreditation Standard III	Dennis Curran	Completed
6	Bond Resolution and Financing	Initiated Board Resolution 24-24 to authorize issuance of the 2024 General Obligation Refunding Bonds	None	Spring 2024	Accreditation Standard III	Dennis Curran	Completed
7	Established Project Priority Order for the 2026-2030 Five-Year Construction Plan	Facilitate completion and filing of the 2026-2030 Five-Year Construction Plan	None	Completed	Accreditation Standard III	Dennis Curran, Facilities Council	Completed
8	Final Project Proposal (FPP) for building N, Gym Renovation	Completed and submitted proposal to the board of trustees for approval to file FPP for Building N, Gym Renovation	None	Completed	Accreditation Standard III	Dennis Curran	Completed

2023/24 Goals and Accomplishments

9	Inclusive Access Pilot Program	Partnered with Follett Higher Education Group to pilot a program that provides lower-cost digital textbooks to students.	None	Fall 2024	Accreditation Standard III	Keli Seyfert	Launched
10	Athletic Dash Solutions Per Diem Card Implementation	Implemented a per diem debit card system for the Athletic Department, resulting in improved oversight and management of travel expenses, and eliminating risks associated with cash handling.	\$6,000/year	Completed	Accreditation Standard III	Keli Seyfert	Completed

Dept. College Advancement

No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	Complete Promise Campaign	Finish the \$10 million campaign to endow ongoing support for the Hancock Promise	n/a	Spring 2024		Hooten	Completed
2	Hancock Honors	Launch inaugural event to raise college's profile in the philanthropic community. Inaugural event raised \$105,000 in sponsorships/tickets and resulted in nearly \$500,000 in followup gifts.	\$0	Fall 2023		Hooten	Completed
3	Institutional Advancement Committee	Completed the first full year of the new Institutional Advancement committee, which reports to the Budget Council.	\$0	Fall 2023		Hooten	Ongoing
4	College Perception Study	The Institutional Advancement Committee, in collaboration with Institutional Effectiveness, drafted and deployed a perception study about the college. Results will be validated next fall through focus groups and on-campus discussions.	\$0	Spring 2024		Hooten	Completed
5	Institutional Grant Funding	Received \$10,262,736 in grant funding for FY24, which is the most non-COVID funds secured in one year in the last five years.	\$0	2024		McNulty	Completed
6	Scholarship funding	Increased the total amount of scholarships awarded by 10% over previous year, totalling \$581,000	\$0	Spring 2024		Hooten	Completed
7	Scholarship Awards Ceremony	Significantly revised the Annual Scholarship Awards ceremony to better celebrate student accomplishment and enhance donor experience. Total costs decreased 36%	\$0	Spring 2024		Hooten	Completed

Dept. Facilities

No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	Student Health Center	Const. of a new Bldg to support student welfare	\$4.65M	Completed		Dennis Curran Steve Marshall	Completed
2	Demolition of O-300 Bldg	Demolition of O-300 Bldg	\$424,000	Completed		Dennis Curran Steve Marshall	Completed
3	Painting of Bldg N	Painting of the exterior of Bldg N - Gym	\$210,000	Completed		Dennis Curran Steve Marshall	Completed
4	BULLDOGS Letter	Installation of 7' metal BULLDOGS letter at Gym Bldg	\$41,000	Completed		Steve Marshall Bridget Tate	Completed
5	LVC Roofing of Bldgs 1-4	Installation of a new 20 year roofing system on Bldgs 1-4.	\$2.7M	Completed		Dennis Curran Steve Marshall	Completed

2023/24 Goals and Accomplishments

6	LVC - EV Charging stations	Installation of 6 new EV Charging station in front of Bldg 5 of PSTC	\$105,000	Completed	Completed	Steve Marshall Gerald Domingues	Completed
7	PSTC - Roof Prop	Construction of a new Roof Prop training structure.	\$467,000	Completed	Completed	Steve Marshall	Completed
8	PCPA - Shade Structure	Installation of a 20'x50' metal shade structure in the Scene Yard of the Marian Theater	\$257,000	Completed	Completed	Steve Marshall Veronica Reyes	Completed
9	PCPA - HR Office	Construction of an interior office space for PCPA Human Resources in the CBC Bldg	\$15,100	Completed	Completed	Steve Marshall Veronica Reyes	Completed
10	SM - Police Locker Room	Interior improvements to provide a female locker room in the AHC Police building.	\$17,500	Completed	Completed	Steve Marshall Veronica Reyes	Completed
11	SM - Pride Center	Construction of a 500SF space for the Pride Center within Bldg G.	\$196,000	Completed	Completed	Steve Marshall Veronica Reyes	Completed

Dept. Human Resources

<u>No.</u>	<u>Project Name</u>	<u>Project Description</u>	<u>Cost</u>	<u>Timeline</u>	<u>Institutional Goals</u>	<u>Person(s) Responsible</u>	<u>Update</u>
1	Contract Negotiations	Members of HR, on behalf of the district, have completed negotiating the successor agreement for the Full-Time Faculty Association. Negotiations are tentatively complete and agreements will move through ratification processes.	TBD	Fall 2024	Accreditation Standard III	Ruben Ramirez, Janeal Blue, Tina Middleton	Locally ratified. Going to the board in June.
2	Recruitment, Hiring and Onboarding	Ongoing recruitment, hiring, and onboarding for all employment groups.		2023-2024	Accreditation Standard III	Stefanie Aye, Myrna Flores	New Hires Student Workers:263 Temporary Staff:81, Part-time Faculty: 151 Permanent Staff:62
3	Sick Leave Audit (FT Faculty)	Auditing of sick and excess sick leave for FT faculty, separating the balances and prepare for excess sick leave payout.	TBD	Payout begins fall 24	Accreditation Standard III	Tina Middleton, Janeal Blue	Audit is complete, balances have been separated, and we are prepared for payouts once Summer 24 is calculated.
4	NeoGov Onboard	Currently in implementation stage of NeoGov's onboarding module which will dramatically enhance candidate onboarding experience and provide an online environment for new employees to track their progress. The onboarding environment will include electronic forms and policies for a more efficient process.	Included in NeoGov	Summer 2024	Accreditation Standard III	Ruben Ramirez, Janeal Blue, Tina Middleton	Go live date is June 17th for new hires.

2023/24 Goals and Accomplishments

5	EEO Plan	Complete the 23-26 EEO Plan.	None	July	Accreditation Standard III	Ruben Ramirez, DEIA/EEO Committee	July board ratification
6	Classified Evaluation	Implementation of the new electronic classified evaluation form for classified and supervisory/confidential employees	None	Summer 24	Accreditation Standard III	Tina Middleton, Janeal Blue, Ruben Ramirez	The evaluation is complete and ready for training management on using the new system and format
7	Faculty Onboarding/PD	Planning first year onboarding for FT faculty hired for fall 2024.	TBD	Fall 2024	Accreditation Standard III	Ruben Ramirez, Stefanie Aye, Janeal Blue	Plan is complete and ready to provide to new faculty
8	Personnel Job Records	Job record data entry for payroll across all employee groups.	None	2023-2024		Carla Castillo, Sierra Rivera	Faculty: 5410 Student Workers: 861, Temporary Staff: 316, Permanent Staff: 589

Dept. Information Technology Services

No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	Mitel Revolution Emergency Notifications	New emergency notification system integrated with on-campus phones, computers, and RAVE text messaging	\$60,000	Summer 2023	Accreditation Standard III	Andy Specht	System is live and tested
2	Boardroom AV Upgrade	Replacement of all video and microphones in boardroom. Video wall installation, additional monitor, cameras, and new microphones	\$300,000	Spring 2024	Accreditation Standard III	Xavier Ortiz	Final microphones and configuration scheduled for 5/9
3	Public Website in the Cloud	Changing hosting of our public website from the Santa Maria database center to the AWS cloud, managed by our website CMS vendor	\$7,500/year	Spring 2024	Accreditation Standard III	Andy Specht	Successfully moved in March 2024
4	CVC OEI Crossover/rollment	Configure our Banner student information system to allow students at other CCC's to register for classes at AHC without having to go through CCCApply again	\$0	Spring 2024	Accreditation Standard III	Andy Specht	Testing. Expected to go live at the end of May
5	Intune	Implement Microsoft Intune for managing Windows devices	\$20,000	on-going	Accreditation Standard III	Andy Specht	All employee Windows devices joined in fall 2023
6	LVC Internet Provider Change	Switched to the state-managed CENIC internet provider to provide more reliable service	\$0	Winter 2024	Accreditation Standard III	Andy Specht	Switched in January
7	Immutable Backups at LVC	Purchased new storage device to implement more resilient off-site backups	\$30,500	Winter 2024	Accreditation Standard III	Andy Specht	Completing configuration as of May 2024
8	SoCaaS Implementation	Setting up a 24x7 monitored security operations center (SOC) through the California Department of Technology	estimated \$2,500/month is storage costs	Spring-Summer 2024	Accreditation Standard III	Andy Specht	Configuration in progress as of May 2024

2023/24 Goals and Accomplishments

Dept. Institutional Effectiveness							
No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	SEM Academy	Two IE office members are coaches for the SEM Academy and IE supported the Allan Hancock College team that participated.	N/A	Summer 23 - Spring 24	Accreditation Standard I	Paul Murphy, Erica Biely, Armando Cortez	Complete
2	Program Review	Training for new program review process	N/A	Summer 23 - Spring 24	Accreditation Standard II	Paul Murphy, Armando Cortez, Erica Biely, Janet McGee	Ongoing
3	AB 705/1705	AB 1705 validation and provided data on math English and ESL for AB 1705	N/A	Fall 23 - Spring 24	Accreditation Standard II	Paul Murphy, Erica Biely	Ongoing
4	Equity Minded Professional Development	Provided equity minded professional development training for faculty	N/A	Fall 2023 - Spring 2024	Accreditation Standard II	Erica Biely	Ongoing
5	Baccalaureate Degree Program	Provided surveys and data support for baccalaureate degree application	N/A	Fall 2023	Accreditation Standard II	Paul Murphy, Erica Biely	Complete
6	Grant Support	Provided data and support for Title V, ZTC, and LSAMP grants	N/A	Fall 2023 - Spring 2024	Accreditation Standard I	Paul Murphy, Armando Cortez, Erica Biely	Ongoing
7	Guided Pathways Fall Kickoff Event (Hocus Pocus Student Retention is our Focus)	Facilitated a campus wide PD event centered on conversations around persistence and retention data.	\$1,000	Fall 2023	Accreditation Standard III	Jenny Schroeder, Armando Cortez, Erica Biely	Complete
8	Bellwether	Provided data for the Bellwether application	N/A	Spring 2024	Accreditation Standard I	Erica Biely	Complete
9	ACCJC Team Site Visit	Provided support for the ACCJC team site visit.	N/A	Fall 2023	Accreditation Standard I	Paul Murphy, Janet McGee	Complete
10	Filled vacant analyst position.	Revised job description and hired new employee	N/A	Fall 2023 - Spring 2024	Accreditation Standard III	Paul Murphy	Complete
11	Admin Hire	Hired new employee	N/A	Spring 2024	Accreditation Standard III	Paul Murphy	Complete
12	Hispanic Serving Institution	Completed HSI application	N/A	Spring 2024	Accreditation Standard I	Paul Murphy, Armando Cortez	Complete
13	New Data Platform - Invoke	Worked with IT and Invoke consultants to populate and validate new data platform that will replace ODS	N/A	Summer 23 - Spring 2024	Accreditation Standard I	Paul Murphy, Armando Cortez	Complete
14	Ensure data accuracy of 320 report	Worked with IT to investigate and fix errors in 320 report to include more campus codes in 'center' location. Will achieve center status for LVC (1000+ FTES) and secure related funding (\$2 million)	N/A	Spring 2024	Accreditation Standard I	Paul Murphy, Armando Cortez	Complete
15	IPEDS Reporting	Completed annual IPEDS reporting	N/A	Summer 23 - Spring 2024	Accreditation Standard I	Paul Murphy	Complete
16	320 Reporting	Completed annual 320 reporting	N/A	Summer 23 - Spring 2024	Accreditation Standard I	Armando Cortez	Complete
17	Hancock Hangouts	Helped facilitate seven Hancock Hangout sessions with an average attendance of about 50 AHC employees.	\$ 1,600	Spring 2024	Accreditation Standard I	Jenny Schroeder, Stephen Bernardo	Ongoing

2023/24 Goals and Accomplishments

18	Success Teams	Helping facilitate the ongoing work of success teams, providing data and surveys as needed.	\$ 15,000	Fall 2023- Spring 2024	Accreditation Standard I	Jenny Schoeder, Armando Cortez, Erica Biely, Paul, Murphy, Stephen Bernardo	Ongoing
19	Program Maps	Revised and republished the online program maps with ne AHC GE and CSU/IGETC updates.	N/A	Spring 2024	Accreditation Standard II	Jenny Schroeder	Complete

Dept. Public Affairs and Communications

No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	Career Ed Marketing	Strategize, design, and deploy marketing tactics targeting potential CE students and local industry.	\$225K	Ongoing/Annual	Ed Master Plan Goal A. Connect with Students	Lauren Milbourne	Ongoing
2	Digital Marketing	Launched comprehensive annual digital marketing campaign.	\$165K	Ongoing/Annual	Ed Master Plan Goal A. Connect with Students	Lauren Milbourne	Ongoing
3	Guided Pathways Marketing	Design and messaging of GP/Areas of Interest marketing materials.	N/A	Ongoing	Ed Master Plan Goal A. Connect with Students	Lauren Milbourne	Ongoing
4	Public Safety Training Complex Videos	Strategize, coordinate, script, film, and produce new marketing videos for all PSTC programs. Library of videos complete.	N/A	Jan. 2023- Dec. 2023	Ed Master Plan Goal A. Connect with Students	Lauren Milbourne	Videos complete, promo placement underway
5	AHC Baccalaureate Degree	Design and launch of UnitED CC event and marketing campaign.	N/A	Fall 2023	Accreditation Standard II	Lauren Milbourne	Complete
6	LVC 25th Anniversary	Design of LVC 25th branding, event planning, promotions.	N/A	Fall 2023- Spring 2024	Accreditation Standard I	Lauren Milbourne	Complete
7	Hancock Promise: Year 2	Design of HP2 brand, announcement event, promotional campaign.	N/A	Spring 2024	Ed Master Plan Goal A. Connect with Students	Lauren Milbourne	Branding complete, promotion ongoing
8	Bilingual Public Information Specialist	Successful position re-class to provide PAC with bilingual specialist.	N/A	Summer 2023	Accreditation Standard I	Lauren Milbourne	Position filled

Dept. Student Services

No.	Project Name	Project Description	Cost	Timeline	Institutional Goals	Person(s) Responsible	Update
1	HEERF III	Collaborated with Auxiliary Accounting to identify students with outstanding fee balances or unpaid payment plans to reach out and offer them a HEERF III award. We awarded \$73,937.00	\$ -	February - May 2024	Student Equity Plan	FA Team	Complete

2023/24 Goals and Accomplishments

2	COA Increase	COA increase to transportation component of student budget. Students saw an increase of up to \$3,177.	\$ -	Oct - Nov 2023	Ed Master Plan Goal C. Student Progression through Program of Study	Greg/Joan	Complete
3	FAFSA Simplification	Learn and integrate sweeping changes in student financial aid processing. Support students to understand and complete new FAFSA form.	\$ -	Sept 2023 - present	Ed Master Plan Goal A. Connect with Students	FA Team	Ongoing
4	FA Award Offer Notification	We designed an easy to read and informative student financial aid offer as well as SAP info, Income appeals, Military Benefits, disbursement information, FWS, and Student Loans using CampusCommunicator. Implementation is scheduled to go live for students starting Summer 2024	\$31,000 year ¹	March 2024 - present	Ed Master Plan Goal A. Connect with Students	Greg/Eunice/Claudia/Tino	In progress
5	Awarded the remaining SFRF Grant	We pre-identified eligible students for this grant both fall (1,890 students) and spring (968 students) and awarded them a combined \$1,107,513.00 for school expenses	\$ -	October - April 2025	Ed Master Plan Goal C. Student Progression through Program of Study	FA Team	Complete
6	Instituted the Hancock Promise 2 Criteria & Awarding	With the announcement of the 2nd year Promise in late March 2024, we quickly developed the criteria, the marketing materials, and the processing of this new award; built the criteria required for awarding, FAQ's, Argos Reports, et.		March-April 2024	Ed Master Plan Goal A. Connect with Students	Mary/Aurora/Yvonne, etc.	Complete
7	Instituted the AHC Non-Resident Merit Scholarship Awarding for 2024-2025	Working with members of the Administrative Team, we developed the criteria for this scholarship and we built the criteria required for awarding, FAQ's Argos Reports, etc.		May-June 2024	Ed Master Plan Goal A. Connect with Students	Kim Ensing, Dennis Curan, Genevieve Siwabessy, Mark Booher, Mary Dominguez	Complete
8	SuccessNet Improvements	Implemented prioritized appointment cards for students; revamped the student dashboard; partnered with IT to implement Sustainable Architecture which cleaned up student records within the database by tens of thousands; activated a "log-in" flag to nudge students who are in online courses to log-in to Canvas; designed "to dos" and "cohorts" within the Veterans Success Center as a student tracking model; beginning to implement enhanced attribute filters to facilitate targeted communication to students		Summer 2023 - current	Ed Master Plan Goal B. Successful Entry into an Area of Interest and Program of Study	Christian, Ben, Andrea, Steven B., Gage, Genevieve	Complete Ongoing

2023/24 Goals and Accomplishments

9	Revitalized student behavior and student conduct monitoring systems	Implemented Maxient for student complaints, student conduct, and student Title IX reporting along with "Report It" website; revamped and reconvened regularly the Bulldog Intervention Team; updated BP 5500 Student Code of Conduct	Summer 2023 - Summer 2024	Accreditation Standard II	Holly, Genevieve	Complete
10	Filled Key SS Leadership Team Positions	Director, EOPS+; Supervisor, Justice Impacted Student Support Programs; Dean, SS	2023-2024	Accreditation Standard III	Genevieve	Complete
11	Developed & recruiting for new positions	FT Mental Health Therapist; Student Resource Technician (x2)	Summer 2024	Accreditation Standard III	Genevieve	In progress
12	Re-organizations for improved operational alignment	Admissions & Records has expanded beyond credit programs and includes oversight of non-credit programs; Student Services has formally added a 3rd Dean with departments and programs realigning along a continuum of student experience	Spring - Summer 2024	Accreditation Standard III	David, HR Team, SS Admin Team	In progress
13	Vision Aligned Reporting	a large portion of SS programs and a couple of AA programs have been engaged in the Vision Aligned Reporting	Spring 2024 - current	CCCCO Requirement	Genevieve	Ongoing
14	SEM Academy	Partnered with Academic Affairs to develop a framework for enrollment management for 2024-2027	2023-2024	Accreditation Standard II	Bob, Deans, Lauren, Genevieve	In progress
15	Formalized re-engagement with community part	Housing Advisory Group; CalFresh/CalWORKs MOU with Dept. of Social Services; MOU with North County Rape Crisis Center	Spring 2024	Ed Master Plan Goal C. Student Progression through Program of Study	Jannet R., Alex, Genevieve	Complete
16	SS Division New Employee Onboarding	SS managers have begun to co-create a new employee on-boarding experience to address the ad hoc approach to starting employees in new positions	Summer 2024	Accreditation Standard III	SS Admin Team	In progress
17	Auto-Award Expansion	Partnered with IT to expand auto-awarding to include transfer coursework from the top 10 feeders schools and certificates	2023-2024	Ed Master Plan Goal D. Student Completion	David Vasquez, A&R Team, Andy Specht	Complete

**INFORMATION ITEM**

To: Board of Trustees	Date: July 16, 2024
From: Superintendent/President	
Subject: Board Self-Evaluation	Item Number: 5.B.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 4

BACKGROUND

Board policy 2745, Board Self-Evaluation, specifies that the board of trustees will conduct an annual self-evaluation. Each trustee received an advance copy of the self-evaluation survey for review.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------

BOARD OF TRUSTEES – SELF EVALUATION

Summer 2024

TRUSTEE NAME _____

Please rate your level of agreement with the following criteria:	Outstanding(3)	Good (2)	Needs Improvement(1)	Unable to Evaluate (0)
<i>I. Mission, Planning, and Policy</i>				
1. The board assures that there is an effective planning process and is appropriately involved in the process.				
2. The board regularly reviews the district’s mission and goals and monitors progress towards the goals.				
3. The board fulfills its policy role; the board’s policies are up-to-date and regularly reviewed.				
<i>II. Board-CEO Relations</i>				
4. The board maintains an excellent working relationship with the CEO.				
5. The board sets clear expectations for and effectively evaluates the CEO.				
6. The board delegates authority to and supports the CEO.				
<i>III. Community Relations & Advocacy</i>				
7. Board members represent the interests of the citizens in the district.				
8. The board advocates on behalf of the college to local, state, and federal governments.				
<i>IV. Educational Programs and Quality</i>				
9. The board effectively monitors the quality and effectiveness of the educational program and services.				
10. Board members are knowledgeable about the district’s educational programs and services.				

Please rate your level of agreement with the following criteria:	Outstanding(3)	Good (2)	Needs Improvement(1)	Unable to Evaluate (0)
<i>V. Fiduciary Role</i>				
11. The board assures the fiscal stability and health of the district.				
12. The board monitors implementation of the facilities plan.				
<i>VI. Human Resources and Staff Relations</i>				
13. Board members refrain from attempting to manage employee work.				
14. The board respects faculty, staff, and student participation in college decision-making.				
<i>VII. Board Leadership</i>				
15. The board understands and fulfills its roles and responsibilities.				
16. The board expresses its authority only as a unit.				
17. The board regularly reviews and adheres to its code of ethics or standards of practice.				
18. Board members avoid conflicts of interest and the perception of such conflicts.				
<i>VIII. Board Meetings</i>				
19. Board meeting agendas provide sufficient information and time to explore and resolve key issues.				
20. The board understands and adheres to the Brown Act.				
<i>IX. Board Education</i>				
21. New members receive orientation to board roles and the institution.				
22. Board members participate in trustee development activities.				
23. The board evaluation process helps the board enhance its performance.				

Trustee Signatures



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2745 BOARD SELF-EVALUATION

The Board of Trustees is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning.

An annual self-evaluation will be conducted by the Board of Trustees.

To that end, the Board has established the following processes:

- The Board shall determine the instrument or process to be used in Board self-evaluation. Any evaluation instrument shall incorporate criteria contained in these Board policies regarding Board operations, as well as criteria defining Board effectiveness promulgated by recognized practitioners in the field.
- The process for evaluation shall be recommended to and approved by the Board.
- If an instrument is used, all board members will be asked to complete the evaluation instrument and submit them to the Board Secretary.
- A summary of the evaluations will be presented and discussed at a Board session scheduled for that purpose. The results will be used to identify accomplishments in the past year and goals for the following year.

Reference: WASC/ACCJC Accreditation Standard IV.C.10

Adopted: 6/18/91	Revised: 5/16/95
Revised: 8/18/92	Revised: 3/19/96
Revised: 4/20/93	Revised: 4/21/98
Revised: 4/26/94	Revised: 6/20/00
Revised: 11/22/94	Revised: 10/21/14
Revised: 3/21/95	Reviewed: 9/8/20
