

Friday February 10, 2017

Bullhead City Campus, Room 508

(Action Items are in **bold** print)

I. Call to Order (Smith)

II. Pledge of Allegiance (Smith)

III. Roll Call (Amy Curley, Recorder)

Julie Bare
Jon Longoria
Vance Miller
Judy Selberg
Phyllis Smith

IV. Audience of Any Citizen (Smith)

V. Administrative and Governing Board Succession Planning (Smith)

- Decide where the Board wants MCC to be in five or ten years.
 - Current strategic plan 2016-2020
- Create a realistic statement that:
 - Defines the traits needed
 - Reflects the board's vision
 - Can be used to design a position announcements (*position announcement is basis to all future candidate interaction ie: application, interview questions, panel discussions, etc.*)

VI. March Workshop Topics

- Review MCC by-laws and procedures on filling vacancies
- Pros and Cons of Search Firms
- Establishing a Framework (timeline/budget)

VII. Adjournment (President)

PC = Presidential Candidate; **Referring Institution and community** = current and at least one previous location of prior employment.

A. PRESIDENT - GOVERNING BOARD RELATIONSHIP

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President follows adopted policies	<i>PC share how policy is developed, refined, adopted, reviewed.</i>
The President's written and oral presentations to the Board are of substance and accuracy.	<i>PC share work product(s) from (his/her) file.</i>
3. The President keeps the GB members informed on a timely and continuous basis regarding the organization.	<i>Why is this important? To avoid surprises, fallout, for GBM. What order/rank in the timeline does the PC implement this? How does PC Prioritize?</i>
4. The President has developed and promotes a trusting relationship with the Board.	<i>Initially, interacting and assessing level of confidence with communication. If PC has track record, GBM phones GBM in referring community.</i>
5. The President has established appropriate administrative structures to encourage effectiveness.	<i>Look online at Organizational Chart of PC's referring organization.</i>

B. PRESIDENT AND COMMUNITIES RELATIONSHIPS (PROFESSIONAL COMMUNITY, COMMUNITY AT LARGE)

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President's professional behavior serves as a role model to not only the professional community, but to the community-at-large.	<i>Membership in community organizations; Online search; referring community newspapers, social media; social media of referring community.</i>
2. The President has developed, and consistently promotes, effective working relationships with community groups, business and industry groups, and professional groups.	<i>Ask: Is this important? Why? Have you had personal experience in leadership roles? What coalitions have you/your organizations worked with? Any columns or papers published? Do you encourage your staff to participate in community civic organizations?</i>
3. The President has encouraged increased community support of college programs.	
4. The President interacts and responds to students, employees, and community members in a manner that encourages positive relations pertaining to relevant concerns.	<i>How does PC react to challenges from individuals? From diverse stakeholders? From groups? What behavior(s) tend to irritate PC? How do you minimize stress in your professional life?</i>

II. INSTITUTIONAL VISION, MISSION, GOALS AND VALUE STATEMENTS

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President communicates and promotes the vision, mission, and values of MOHAVE COMMUNITY COLLEGE in a manner that encourages citizens, students, faculty, and staff to become dedicated to the present and future success of MOHAVE COMMUNITY COLLEGE and its strategic plan?	<i>What are primary important factors to emphasize when promoting the CC?</i> <i>What 'after hours' campus activities are important to attend?</i> <i>With four campuses, how do you determine what daytime activities to attend?</i>
2. The President represents MOHAVE COMMUNITY COLLEGE at an appropriate level of membership on community, state, and/or national organizations of mutual concerns.	Have you any professional memberships? Leadership roles in same? Attend conferences? Which conferences?
3. The President promotes and supports recruitment of a diverse student and employee population.	Online and on ground review of referring institution: Demographics of Admin, Faculty, Staff, Students, Stakeholders, community. ¹
4. The President promotes conditions that are humane, fair, dignified, and non-discriminatory.	Examine processes the PC has been an integral part of in referring insitution(s)

III. GENERAL MANAGEMENT AND PLANNING

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President fosters appropriate leadership behavior with all college administrators.	Anecdotal awareness of PC frame of reference, understanding of institutional hierarchy
2. The President facilitates development of policies and procedures that are fair, effective, and non-discriminatory.	Online and on ground review of referring institution: Demographics of Admin, Faculty, Staff, Students, Stakeholders, community. ²
3. The President promotes competency and accountability within the senior management team.	Review interview, hiring, and evaluation process PC is familiar with, uses, and promotes.
4. The President has taken corrective personnel actions with the senior administration when appropriate.	Develop interview question(s) regarding employment process, procedures, recruitment and retention strategies.
5. The President promotes collegial and collaborative relationships with employee groups.	Establish PC priorities for this competency as a subordinate and as a superordinate.
6. The President promotes and supports staff and faculty development.	Review calendar of events and participation of PC at referring institution for past three years.
7. The President ensures that all physical facilities of MOHAVE COMMUNITY COLLEGE are clean and safe – and that long-term maintenance, replacement, and expansion are appropriate considered. Maintenance (Comments): Capital Improvements (Comments):	Has PC done homework? Walk-about(s) at our institution? Visit referring institution for walkabout if practical.

IV. FISCAL MANAGEMENT AND BUDGETING

COMPETENCY	<i>EVIDENCE, DISCUSSION - QUESTION</i>
The President provides leadership and foresight to develop and promote financial planning and budgeting practices that further MOHAVE COMMUNITY COLLEGE goals and fiscal integrity.	Tough one; Other than reviewing fiscal stability of referring institution, I leave this to Dr. K and Vance.
2. The President avoids fiscal jeopardy and material deviation of actual expenditures from the approved budget.	
3. The President assures that assets have been protected and maintained by avoiding unnecessary risks.	
4. The President maintains fiscal integrity and public image with respect to employment compensation and benefits by consistently adhering to salary schedules and plans.	Review with PC and review three years of on-line GB minutes, adopted schedules, comments from referring institution.

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The President's written and oral presentations to the Board are of substance and accuracy.	<i>PC share work product(s) from (his/her) file.</i>
3. The President keeps the GB members informed on a timely and continuous basis regarding the organization.	<i>Why is this important? To avoid surprises, fallout, for GBM. What order/rank in the timeline does the PC implement this? How does PC Prioritize?</i>
4. The President has developed and promotes a trusting relationship with the Board. PROVIDE EXAMPLES FROM PREVIOUS/PRESENT POSITION	<i>Initially, interacting and assessing level of confidence with communication. If PC has track record, GBM phones GBM in referring community. AFTER FINAL CHOICE OR OFFER? MAY NOT BE POSSIBLE TO CONTACT REFERRING COMMUNITY</i>
5. The President has established appropriate administrative structures to encourage effectiveness.	<i>Look online at Organizational Chart of PC's referring organization.</i>

B. PRESIDENT AND COMMUNITIES RELATIONSHIPS (PROFESSIONAL COMMUNITY, COMMUNITY AT LARGE)

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President's professional behavior serves as a role model to not only the professional community, but to the community-at-large.	<i>Membership in community organizations; Online search; referring community newspapers, social media; social media of referring community. THIS IS GOOD FOR NEXT THREE QUESTIONS TOO!</i>
2. The President has developed, and consistently promotes, effective working relationships with community groups, business and industry groups, and professional groups.	<i>Ask: Is this important? Why? Have you had personal experience in leadership roles? What coalitions have you/your organizations worked with? Any columns or papers published? Do you encourage your staff to participate in community civic organizations?</i>
3. The President has encouraged increased community support of college programs.	
4. The President interacts and responds to students, employees, and community members in a manner that encourages positive relations pertaining to relevant concerns.	<i>How does PC react to challenges from individuals? From diverse stakeholders? From groups? What behavior(s) tend to irritate PC? How do you minimize stress in your professional life?</i>

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2. The President represents MOHAVE COMMUNITY COLLEGE at an appropriate level of membership on community, state, and/or national organizations of mutual concerns.	Have you any professional memberships? Leadership roles in same? Attend conferences? Which conferences? WHAT SPECIFICALLY WAS IMPORTANT TO YOU AS REPRESENTATIVE?
3. The President promotes and supports recruitment of a diverse student and employee population.	Online and on ground review of referring institution: Demographics of Admin, Faculty, Staff, Students, Stakeholders, community. ¹
4. The President promotes conditions that are humane, fair, dignified, and non-discriminatory.	Examine processes the PC has been an integral part of in referring insitution(s)

III. GENERAL MANAGEMENT AND PLANNING

COMPETENCY	EVIDENCE, DISCUSSION - QUESTION
The President fosters appropriate leadership behavior with all college administrators.	Anecdotal awareness of PC frame of reference, understanding of institutional hierarchy WHAT WOULD BE THE PLAN FOR CREATING IN HOUSE LEADERS?
2. The President facilitates development of policies and procedures that are fair, effective, and non-discriminatory.	Online and on ground review of referring institution: Demographics of Admin, Faculty, Staff, Students, Stakeholders, community. ² ESTABLISH PROOF OF PROACTIVE FOCUS AND ABILITY TO SPEAK TO BOARD MEMBERS.
3. The President promotes competency and accountability within the senior management team.	Review interview, hiring, and evaluation process PC is familiar with, uses, and promotes.
4. The President has taken corrective personnel actions with the senior administration when appropriate.	Develop interview question(s) regarding employment process, procedures, recruitment and retention strategies.
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Capital Improvements (Comments):	MANY OF THE FOUR CAMPUSES HAS SHE VISITED?
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IV. FISCAL MANAGEMENT AND BUDGETING

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4. The President maintains fiscal integrity and public image with respect to employment compensation and benefits by consistently adhering to salary schedules and plans.	Review with PC and review three years of on-line GB minutes, adopted schedules, comments from referring institution. WOULD ALSO PICK UP ON CONVERSATIONS AND RECOMMENDATIONS FROM THE CANDIDATE. GOOD ONE!