

MOHAVE COUNTY COMMUNITY COLLEGE DISTRICT

Self - Evaluation of the Board of Governors

August 10, 2012

The Process:

- Each board member is encouraged to review the document and complete individual self-evaluation prior to meeting with the board as a whole.
- At the meeting, board members signal personal reflection response. Signaled numbers are tallied, divided by five, and a composite score (mathematical average) is assigned to the line item. An informal discussion of any item is initiated, at will, by any Governing Board Member. Comments are summarized and consensus is reflected in text.
- Items in the document were selected from the ACCT website and are consistent with MCC GBP 1.065 - Powers and Duties of the Governing Board.
- ACCT recommends that Governing Board Members establish annual board goals. This is collaboratively accomplished during the GB review.
- Link: <http://mohave.edu/images/repository/P&P%20manual.pdf>

PROCESS FOR COMPLETION: As individuals, board members determined their individual self-rating. As a group, members shared individual ratings to determine group indicator (mathematical average of each self-evaluations).

O = 1 I (we) operate at an optimum level of performance.

S = 2 I (we) operate at a sustainable level that is satisfactory to me as I review my performance and consider areas of strength/growth.

G = 3 I (we) operate at an acceptable level, but my (our) growth in this area would lead to optimal performance.

I = 4 I (we) suggest improvement for me (the board).

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<u>BOARD ORGANIZATION</u>	Rating
1. Board members uphold the final majority decision of the board.	1.4**
2. The board considers and respects minority opinions.	1.8
3. Board members understand that they have no legal authority outside board meetings.	1.2
4. Board members represent board policy in responding to public and employees.	1.6
5. Additional item(s) may be added if suggested by GBM	

<u>POLICY AND POLICY DIRECTION</u>	
1. The board understands that the primary function of the board is to establish the policies by which the community college is to be administered.	1.8
2. The board focuses on policy in board discussions, not administrative matters.	1.8**
3. The board openly discusses issues and seeks the views of college constituents.	2.6
4. The board is knowledgeable about the mission and purposes of the institution.	2.2*
5. The vision and goals of the institution adequately address community needs.	1.8**
6. The board spends sufficient time discussing the future direction of the college, and maintains a visionary focus during board discussions.	2.4
7. Additional item(s) may be added if suggested by GBM	

Board members should continue to bring appropriate concerns to administration via their connections within the community and if applicable, request that policy-driven items be added to the monthly agenda.

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<u>BOARD – CEO RELATIONS</u>	Rating
1. The board and CEO have a positive, cooperative relationship that reflects mutual trust and respect.	1.2
2. The board sets clear expectations for the CEO. The job description is current and accurate.	1.6
3. The board has clear protocols for communicating with staff that include the CEO.	1.6
4. The board clearly delegates the administration of the college to the CEO.	1.2
5. Board members respect the role of the CEO as the link between the board and staff – and keep the CEO informed about contacts from/with the community and staff.	1.0
6. The board encourages the professional growth of the CEO.	1.2**
7. The board and CEO work cooperatively to maintain a broad-based perspective.	1.6
8. Additional item(s) may be added if suggested by GBM	

In instances when policy decisions may overlap administrative decisions, Board members should expect assistance and clarification.

<u>STANDARDS FOR COLLEGE OPERATIONS</u>	Rating
1. The board is knowledgeable about the educational programs and services of the college.	1.8**
2. The board requires and is involved in long-range fiscal planning.	1.8
3. The board understands the budget document and the audit reports and recommendations.	2.0
4. The board has a long-range facilities plan.	2.4
5. Board policies adequately address parameters for facilities maintenance, appearance, safety, and security, and the board reviews the facilities with the CEO annually.	2.0
6. The board has policies that require fair and equitable employment processes, and is committed to equal opportunity.	1.8
7. Additional item(s) may be added if suggested by GBM	

The Board continues to expect an annually updated facilities plan as well as opportunities to provided informed feedback on both short and long term goals.

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<u>INSTITUTIONAL PERFORMANCE</u>	Rating
1. The board monitors the effectiveness of the college in fulfilling the mission, and requires the college to regularly evaluate program effectiveness.	2.0
2. The board regularly reviews reports on student learning outcomes, and demonstrates a concern for the success of all students.	2.6
3. The board understands state and federal accountability requirements, and reviews accountability reports to state and federal agencies.	2.4
4. Additional item(s) may be added if suggested by GBM	

Board members have access to benchmarks from similar institutions as one measure of performance. The 2012 EMSI report also serves as an integral document for planning.

<u>BOARD LEADERSHIP</u>	Rating
1. The board understands and adheres to its roles, responsibilities, and a code of ethics.	1.8*
2. Board members treat one another with respect and work together in a spirit of harmony and cooperation to accomplish the work of the board.	1.6*
3. Board members are prepared for board meetings, and adequately studies agenda issues prior to the board meeting	1.8
4. Through its behavior, the board sets a positive example for the CEO and other employees.	2.0
5. The board understands the political implications of its actions, and considers the implications once a decision is made.	1.8
6. Additional item(s) may be added if suggested by GBM	

<u>ADVOCATING FOR THE COLLEGE</u>	Rating
1. Board members are knowledgeable about the college, recognizing positive accomplishments and speaking positively about the institution in the community.	1.8**
2. Board members are knowledgeable about state and national laws and educational policy issues.	2.8**
3. Board members actively support the MCC foundation and its efforts.	2.2
4. The board understands and protects the academic freedom of the faculty, administration, staff, and students.	2.0
5. Additional item(s) may be added if suggested by GBM	

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<u>BOARD EDUCATION</u>	Rating
1. Board members are engaged in training and development, and are knowledgeable about the roles and responsibilities of trusteeship.	2.4
2. The information requested by and provided to board members does not put an undue burden on staff.	1.8
3. The board is knowledgeable about major social and economic trends and issues that affect the community college institution.	2.2
4. Additional item(s) may be added if suggested by GBM	

SUMMARY OF DISCUSSION - OPEN-ENDED QUESTIONS

WHAT STRENGTHS DO WE HAVE AS A BOARD?

- **Diverse membership:**
Board members have a variety of career path and work-place experiences as well as broad-based and specific education in several academic areas. Common Courtesy and respect exists between and among all members of the Board.
- **Mutual Respect:**
Each Board member has a voice and individual perspectives are valued by the group.
- **Sense of Responsibility:**
Members understand and accept the responsibility as elective representatives in the communities, and to the community at large.

WHAT AREAS OF SPECIFIC IMPROVEMENT DO WE NEED TO ADDRESS AS A BOARD?

- **Budgeting:**
Members agree that continuous processing of budgetary strategies and processes is essential.
- **Communication:**
Members would benefit from increased opportunities to observe college programs and facilities. Regular and intermittent scheduling of same by administration is to be encouraged; members will participate as individual schedules allow.
- **Strategic Plan:**
Members are encouraged to continue to develop an understanding of the MCC Strategic Plan that addresses depth, as well as breadth.

- **More comprehensive understanding of facilities planning.**
- **Improve its knowledge of what MCC has to offer its constituencies.**
- **Extensive calendar of events, training s and activities to increase Board's ability to function as ambassador of the college.**

WHAT ARE THE MAJOR ACCOMPLISHMENTS OF THE BOARD IN 2011-2012?

- The Governing Board endorsed 'paying down' the bond, which resulted in savings of nearly one million dollars.

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- The Governing Board has continued to enthusiastically support the development of the Faculty Council and seek opportunities to recognize faculty and staff worthiness.
- Student Success reports have allowed the Governing Board to become more aware of celebrations and challenges faced by enrollees.
- All members participated in the Northern Arizona Legislative Summit (Flagstaff, 2011) and wholeheartedly support the continuation of this annual session.
- Fiscal management.
- Envisioning new needs of the community as it pertains to physical space and curricular needs.
- Mobile training unit as distance education became a reality this year.
- Student activities at all campuses have become an integral part of campus life.

*Denotes a negative change in score totals for the five Board members from the previous year

** Denotes a positive change in score totals for the five Board members from the previous year

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WHAT AREAS WILL THE GOVERNING BOARD ADDRESS IN THE COMING YEAR (2012-2013)?

- To increase its understanding in all areas of trustee responsibilities.
- Direct staff to include a presentation of the study completed by EMSI, including benchmarks, so that the Board may compare MCC's data to those of appropriate campuses and other institutions.
- Look carefully at yearly facilities plan and get further insight and give appropriate feedback. Board needs to see all sides of the facilities plan for all the campuses, both short and long term.
- Strive to have a more comprehensive understanding of facilities planning and to improve its knowledge about what MCC offers. An extensive calendar of events and training would help us become better ambassadors and enable us to promote good will and an understanding of our institution.

POINTS OF PRIDE:

- The Board is pleased about its relationship with the administration and staff. It values respectful questioning and communication, as well as the courteous and civil climate throughout its interactions with administration, staff, and each other.
- The Board is proud of the increased emphasis on curriculum and student success that continues to be promoted throughout the MCC community.
- The Board is thankful for the collaboration and partnerships that MCC enjoys within each campus-community as well as county and statewide formed under the leadership of Dr. Kearns, and enhanced by the Foundation and numerous members of the faculty and staff.
- The Board soundly approves of the growth and success of articulation agreements with other institutions of higher learning and with local entities.
- The Board recognizes the positive significance of stable regional connections with the local workforce, several Economic Development Agencies, and many employers throughout Mohave County.
- The Board sincerely appreciates the dedication of all employees at MCC who continue to provide quality education in spite of economic challenges.

THE GOVERNING BOARD OF MOHAVE COMMUNITY COLLEGE HAS CONCERNS ABOUT:

- The significant decrease of appropriations to community colleges from the State of Arizona
- The challenge of continuing to provide quality education, in a manner affordable to students and property owners, in the current U.S. economic climate