

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S CONFERENCE ROOM - HS 324  
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE SPECIAL BOARD OF TRUSTEES' MEETING  
June 24, 2017**

**PRESENT**

Members of the Board of Trustees:

Timothy Jemal, President  
David B. Lang, Clerk  
Barbara J. Jay, Member  
Marcia Milchiker, Member  
T.J. Prendergast, III, Member  
Terri Whitt, Member

Also present for the duration of the meeting were:  
Debra L. Fitzsimons, Interim Chancellor  
Cindra Smith, former CCLC Director

**ABSENT**

James R. Wright, Vice President

**CALL TO ORDER: 8:30 A.M.**

**1.0 PROCEDURAL MATTERS**

**1.1 Call To Order**

**1.2 Public Comments**

*Members of the public may address the Board on items listed on the agenda. **Speakers are limited to two minutes each.***

**1.3 Invocation**

Led by Trustee Barbara Jay

**1.4 Pledge of Allegiance**

Led by Trustee Tim Jemal

## **2.0 DISCUSSION ITEM**

Interim Chancellor Dr. Debra Fitzsimons gave introductory remarks and welcomed Dr. Cindra Smith, former CCLC director, to the annual board self-evaluation workshop. Dr. Fitzsimons introduced the district director of research and planning and briefly went over the order of the day.

District Director of Research, Planning and Data Management Denice Inciong provided some highlights of the district's 2014-2020 strategic plan. Ms. Inciong highlighted the accreditation follow-up plan, major initiatives affecting planning and the annual review of District-wide planning documents.

Dr. Cindra Smith presented summaries of the ratings and comments from the employee survey. The employee survey captured responses from 121 employees who have attended or watched at least one board meeting. A total of 250 employees completed the survey. The ratings and comments from the trustees' survey were reviewed. The survey was completed by all seven trustees.

Dr. Smith facilitated discussion among the board members as they reviewed the priorities and tasks from 2016-2017. The board revised and recommitted the following board effectiveness goals and priorities for the upcoming year.

1. The Board will hold the Chancellor accountable for implementing strategies and programs designed to meet the goals and objectives in the 2014-2020 District-wide Strategic Plan. It will monitor progress through reports and discussion at board meetings, as well as the Chancellor's evaluation process.
2. The Board remains committed to communication and leadership styles that model a culture of mutual respect and collaboration and set a positive tone for the District. (District Goal 1)
3. The Board continues a major focus on success for all students and through its policies and direction, will ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them.
4. The Board continues to expect and support efforts to build and maintain partnerships with business/industry to meet career and technical education needs at ATEP, Irvine Valley College, and Saddleback College. (District Goal 3)
5. The Board will complete a successful chancellor search.

Board members reviewed the 2016-2017 board effectiveness goals and proposed changes to be incorporated in the 2017-2018 goals.

1. The Board remains committed to opportunities to listen to faculty, staff, and student perspectives on district matters, while honoring college and district processes for making decisions and recommendations to the Board. The Board

will provide opportunities to discuss board roles and perspectives with administrators, faculty, and staff.

2. The Board is supportive of alternate concepts to collective bargaining and labor relations that will lead to improved negotiations process and employee/employer relations.
3. The Board will strengthen its knowledge of the budget to ensure the long range fiscal stability of financial strength of the district.
4. The Board will maintain an effective and strong working relationship with the chancellor.
5. The board will ensure that the District effectively advocates its positions on key, local, state and federal policy issues affecting the colleges.
6. The board will remain committed in its engagement in professional development.

The Board scheduled four special meetings:

Chancellor's Evaluation on August 11 from 4-6 p.m.

Budget Workshop on September 11 from 4-6 p.m.

Board fall training workshop on Thursday, October 26 from 4-6 p.m.

Board spring training workshop on Monday, January 8, 2018 from 4-6 p.m.

### **3.0 ACTION ITEMS**

#### 3.1 Governing Board Communication Protocols

On a motion made by Trustee Prendergast and seconded by Trustee Lang, the board approved the governing board communication protocols. The motion was approved on a 6-0 vote with Trustee Wright absent.

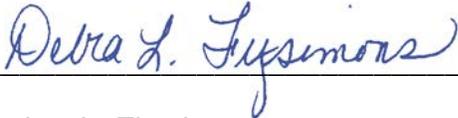
#### 3.2 Governing Board Norms

An amendment was made to the norms. A norm was added under the public session: #9 – Be respectful of the two minute timeline for oral reports.

On a motion made by Trustee Lang and seconded by Trustee Whitt, the board approved the governing board norms as amended. The motion was approved on a 6-0 vote with Trustee Wright absent.

### **ADJOURNMENT**

The meeting was adjourned at 2:40 p.m.



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Debra L. Fitzsimons  
Secretary, Board of Trustees