

## Board of Trustees Agenda Calendar 2020

### JANUARY

- Faculty Reductions in Force per CRFO contract Article 13
- Auxiliary Enterprise Report
- Appoint Three Trustees to the Ad Hoc President/Superintendent Evaluation Committee
- Appoint Ad Hoc Board Self Evaluation Committee
- Appoint Ad Hoc Committee on Advocacy
- Appoint Ad Hoc Committee on Student Success
- Appoint Ad Hoc Committee on Audit Committee Members
- Appoint Board representatives to the C.R. Foundation Board
- CCCT Board Nomination
- Student Success Data: TBD

#### Audit Committee:

- Accept Audit Reports

#### Important Dates:

- January 20 – Martin Luther King Jr.'s Birthday

### FEBRUARY

- Quarterly Financial Status Report
- Employee Benefits Fund Report
- Six-month Report on Equivalencies to Minimum Qualifications
- Sabbatical Leaves Request per CRFO Section §3.10.5.3
- Tenure Review Report
- Quarterly Cash Flow & Burn Rate Analysis
- Accreditation Update
- Accept Audit Reports
- Student Success Data: TBD

#### Important Dates:

- February 17 – President's Day

### MARCH

- Assessment Report
- Approve Board Travel to Annual Trustees Conference in May
- Student Success Data: TBD
- Safety and Preparedness
- Legislative Update

#### Important Dates:

- March 16 – 21 Spring Break
- March 31 – Cesar Chavez Day

## **APRIL**

- Election of CCCT Board of Directors
- Quarterly Cash Flow & Burn Rate Analysis
- Unrestricted General Fund Preliminary Budget
- Review Mission Statement
- Student Success Data: TBD

Important: President/Superintendent's evaluation instrument distributed for completion in May

- Closed Session:
  - Audit Committee Update on Findings

## **MAY**

- Quarterly Financial Status Report
- Student Success Scorecard
- ACCJC Annual Report and Annual Fiscal Report
- Resolution for Classified Employee Week
- Emeritus Faculty Nominations
- Set Public Hearing for Gann Appropriations Limit
- Determine Student Trustee Privileges
- Draft Annual Institutional Plan
- Board and President/Superintendent review the tabulated results and summary of written response comments.
- Grants Update
  - Closed Session: President Evaluation results presented to the Board as a whole.

Important Dates:

- May 15 – Del Norte Commencement, Mendocino Commencement
- May 16 – Eureka Commencement, Klamath-Trinity Commencement, Nurses Pinning
- May 25 – Memorial Day
- President submits self-evaluation to the Board one week prior to the June Board meeting

## **JUNE**

- 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
- Approve Equal Employment Opportunity (EEO) Plan
- Accreditation Update
- Student Success Data: TBD

Closed Session:

Important Dates:

- Thursday, June 11 – Law Enforcement Academy Graduation

- President submits draft of goals and objectives for the next evaluation period one week prior to the July Board meeting

## **JULY**

- Report on Surplus Property
- 5 Year Construction Plan
- Program Review Report
- Approve Board Travel to ACCT in October
- Swear in Student Trustee
- Finalize Board Goals
- Student Success Data: TBD

### Closed Session:

- President/Superintendent's Goals Established

### Audit Committee:

- Update on Findings

### Important Dates:

- July 4 – Independence Day

## **AUGUST**

- Set Public Hearing: Final Budget
- Quarterly Financial Status Report
- Student Success Data: TBD

### Closed Session:

- Finalize President/Superintendent's Goals

### Important Dates:

- August 22 Board Workshop

## **SEPTEMBER**

- 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
- Student Success Data: TBD

### Important Dates:

- September 7 – Labor Day
- 4th Friday – Native American Day

## **OCTOBER**

- Appoint Ad Hoc Committee on Nominations for Board Officers
- EPA Spending Plan

- Student Success Data: TBD
- Six-month Report on Equivalencies to Minimum Qualifications

Audit Committee:

- Update on Findings

## **NOVEMBER**

- Review Board goals
- Establish Board Meeting Dates, Times, Locations for 2021
- Quarterly Financial Status Report
- Institutional Effectiveness Scorecard
- Set Annual Board Meeting Calendar
- Student Fee Policy – review and set fee

Important Dates:

- November 11 – Veteran’s Day Observed
- November 26-27 – Thanksgiving Break

## **DECEMBER**

- Elect Officers
- Review Code of Ethics and Trustee Protocols (BP 2715 and AP 2715)
- Approve Academic Calendar
- Approve Board Travel to January CCLC Conference
- Fifty Percent Law and FON Compliance
- Student Success Data: TBD

Important Dates:

- Friday, December 11 – Law Enforcement Academy Graduation
- December 25 through January 1 – All College Holidays