MARIN COMMUNITY COLLEGE DISTRICT  
Kentfield, CA 94904

BOARD AGENDA ITEM

<table>
<thead>
<tr>
<th>To:</th>
<th>Board of Trustees</th>
<th>Date:</th>
<th>March 13, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td>Superintendent/President</td>
<td>Item &amp; File No.</td>
<td>C.9.A.</td>
</tr>
<tr>
<td>Subject:</td>
<td>Approve Board Self-Evaluation Instrument</td>
<td>Enclosure(s):</td>
<td>Self Evaluation Instrument</td>
</tr>
</tbody>
</table>

**BACKGROUND:**

According to Board Policy 2745, Board Self-Evaluation, the Board of Trustees is committed to annually assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning. A committee of the Board shall be appointed to 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 and the instrument for evaluation shall be recommended to and approved by the Board of Trustees.

The Board Self-Evaluation Committee, comprised of Diana Conti and Dr. James Namnath, have met and determined that they wish to use the evaluation instrument that was used last year (attached).

**RECOMMENDATION:**

The Superintendent/President recommends that the Board of Trustees approve the attached Board Self-Evaluation instrument.

Administrator Initiating Item

David Wain Coon, Ed.D., Superintendent/President
College of Marin 2010-2011 Board of Trustees Self-Evaluation

Part I: Rating

Rating Scale
1=Unsatisfactory
2=Satisfactory
3=Excellent

Please circle your choice, according to the above rating scale, as to how you believe the Board of Trustees fulfills its responsibilities as a group for the following 25 items.

---

**Page 1 - Question 1 - Rating Scale - One Answer (Horizontal)**

Are the roles of Board chair and other officers clear?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Page 1 - Question 2 - Open Ended - Comments Box**

Comments for #1

---

**Page 1 - Question 3 - Rating Scale - One Answer (Horizontal)**

Are meetings conducted in an effective and efficient manner?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Page 1 - Question 4 - Open Ended - Comments Box**

Comments for #3

---
Do Board members respect each other's opinions?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Comments for #5

Are discussions structured so that all have an opportunity to contribute?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Comments for #7

Do Board members respect the majority decision after honoring members' right to express opposing viewpoints?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Comments for #9

Do Board members have adequate information upon which to make timely and informed decisions?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Comments for #11
Page 1 - Question 13 - Rating Scale - One Answer (Horizontal)

Are decisions (expected outcomes) clearly defined?

Unsatisfactory 1
Satisfactory 2
Excellent 3

Page 1 - Question 14 - Open Ended - Comments Box

Comments for #13

Page 1 - Question 15 - Rating Scale - One Answer (Horizontal)

Do Board members come to the meeting prepared by having reviewed the agenda/materials in advance?

Unsatisfactory 1
Satisfactory 2
Excellent 3

Page 1 - Question 16 - Open Ended - Comments Box

Comments for #15

Page 1 - Question 17 - Rating Scale - One Answer (Horizontal)

Do all Board members participate in ongoing education about college and state issues?

Unsatisfactory 1
Satisfactory 2
Excellent 3

Page 1 - Question 18 - Open Ended - Comments Box

Comments for #17

Page 1 - Question 19 - Rating Scale - One Answer (Horizontal)

Does the Board keep the CEO informed on contacts with the community or college employees?

Unsatisfactory 1
Satisfactory 2
Excellent 3

Page 1 - Question 20 - Open Ended - Comments Box

Comments for #19
Do all Board members have a clear understanding of where the board’s role ends and the CEO’s begin?

Unsatisfactory: 1  Satisfactory: 2  Excellent: 3

Comments for #21
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................

Does the Board show its support for the college through attending various events?

Unsatisfactory: 1  Satisfactory: 2  Excellent: 3

Comments for #23
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................

Is the Board sensitive to the concerns of students and employees while maintaining impartiality?

Unsatisfactory: 1  Satisfactory: 2  Excellent: 3

Comments for #25
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................

Is the Board knowledgeable about the institution’s history, mission, values, strengths, and weaknesses?

Unsatisfactory: 1  Satisfactory: 2  Excellent: 3

Comments for #27
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
................................................................................................................................................
Click on "Submit" to go to next page

**Question 29 - Rating Scale - One Answer (Horizontal)**

Does the Board reflect the community in which it serves?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Question 30 - Open Ended - Comments Box**

Comment for #29

**Question 31 - Rating Scale - One Answer (Horizontal)**

Does the Board have strategies for involving the community in relevant decisions?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Question 32 - Open Ended - Comments Box**

Comments for #31

**Question 33 - Rating Scale - One Answer (Horizontal)**

Does the Board promote the image of the college in the community?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Question 34 - Open Ended - Comments Box**

Comments for #33

**Question 35 - Rating Scale - One Answer (Horizontal)**

Do agendas focus on those policy issues that relate to Board responsibilities?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ 1</td>
<td>○ 2</td>
<td>○ 3</td>
</tr>
</tbody>
</table>

**Question 36 - Open Ended - Comments Box**

Comments for #35
Page 2 - Question 37 - Rating Scale - One Answer (Horizontal)

Do agendas include legislative and state policy issues that will impact the college?

○ Unsatisfactory  ○ Satisfactory  ○ Excellent

Page 2 - Question 38 - Open Ended - Comments Box

Comments for #37

Page 2 - Question 39 - Rating Scale - One Answer (Horizontal)

Do agendas provide adequate time for planning and discussion?

○ Unsatisfactory  ○ Satisfactory  ○ Excellent

Page 2 - Question 40 - Open Ended - Comments Box

Comments for #39

Page 2 - Question 41 - Rating Scale - One Answer (Horizontal)

Are agendas focused enough to use the Board's time efficiently?

○ Unsatisfactory  ○ Satisfactory  ○ Excellent

Page 2 - Question 42 - Open Ended - Comments Box

Comments for #41

Page 2 - Question 43 - Rating Scale - One Answer (Horizontal)

Does the Board play a primary oversight role in assuring the fiscal integrity of the District's financial condition (development of a balanced budget, maintenance of an appropriate reserve)?

○ Unsatisfactory  ○ Satisfactory  ○ Excellent
Comments for #43

Page 2 - Question 45 - Rating Scale - One Answer (Horizontal)
Are issues dealt with in a timely manner?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>O 1</td>
<td>O 2</td>
<td>O 3</td>
</tr>
</tbody>
</table>

Page 2 - Question 46 - Open Ended - Comments Box
Comments for #45

Page 2 - Question 47 - Rating Scale - One Answer (Horizontal)
Were issues which occupied most of the Board's time and attention during the last year closely tied to the mission and goals of the institution?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>O 1</td>
<td>O 2</td>
<td>O 3</td>
</tr>
</tbody>
</table>

Page 2 - Question 48 - Open Ended - Comments Box
Comments for #47

Page 2 - Question 49 - Rating Scale - One Answer (Horizontal)
Has the Board spent adequate time on future planning and providing a vision for the college?

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>O 1</td>
<td>O 2</td>
<td>O 3</td>
</tr>
</tbody>
</table>

Page 2 - Question 50 - Open Ended - Comments Box
Comments for #49

Page 2 - Heading
Click on "Submit" to go to next page
Part II: Open-Ended Questions

What are the board's greatest strengths?

What are the major accomplishments of the board in the past year?

What are areas in which the board could improve?

How can our board become a high performing board?

As a trustee, I would like to see the following changes in how the board operates:

Is the Board functioning as a team as well as it should? Why or why not?
I recommend that the board adopts the following goals for the coming year:


Thank You Page
Thanks for taking the survey!

Screen Out Page
Standard

Over Quota Page
Standard

Survey Closed Page
Standard