

Melinda Weaver

From: Jill Stearns <jill_stearns@cuesta.edu>
Sent: Wednesday, September 25, 2019 2:01 PM
To: Roland Finger
Cc: Todd Frederick; Mark Sanchez
Subject: Policy and Procedure Taskforce representative request

Dear Dr. Finger,

As Cuesta College engages in the process of institutional review foundational to the drafting of our Institutional Self Evaluation Report (ISER), I am incredibly pleased to see the many ways that our institutional practice reflects the Standards. Further, tremendous progress has been achieved in the area of management performance evaluations which was identified as an area for improvement in the earliest stages of the ISER process. I reach out today to address another area identified as non-conforming with the high-quality practices set forth in the Standards, specifically institutionalizing systems to ensure that the process to regularly evaluation, revise, and renumber all board policies is completed in a timely manner.

The 2009 comprehensive external evaluation brought forth the following recommendation:

Recommendation 8: Board of Trustees Evaluation and Policies to meet standards, the team recommends that the Board of Trustees conduct its annual self-evaluation no later than June 2009 and yearly thereafter. Also, the team recommends that a process and timeline be established for regular review of current board policies and development of new policies as needed. (Standard IV.A.1., IV.B.1.b., IV.B.1.e., IV.B.1.g., IV.B.1.j., IV.B.2.a)

The above transitioned into a revised recommendation via the Evaluation Report authored by visiting team chair, Dr. Joe Wyse, in the November 21, 2014 letter from Dr. Barbara Beno on behalf of ACCJC:

Recommendation 5: In order to increase effectiveness, Cuesta College should place a renewed emphasis on ensuring that the process to regularly evaluate, revise and renumber all board policies is completed in a timely manner. (IV.B, IV.B.d, IV.B.1.e)

It is not clearly evident that our current practice fully meets the recommendations. In order to develop and implement a structure and process that reflect the Standards, I am launching a president's taskforce on policy and procedure. Co-chaired by AS/VPSS Dr. Mark Sanchez and Executive Assistant to the Superintendent/President and Board of Trustees, Todd Frederick, this group will be tasked with the following by March 30, 2021:

- Develop, publish, and implement a timeline and schedule for regular review of board policy.
- Draft recommendation of a standing governance body responsible for the ongoing regular review of board policies including membership.
- Serve as the interim participatory governance committee responsible for review and recommendation regarding board policy.

Taskforce membership:

Co-Chairs Dr. Mark Sanchez, AP/VPSS

Todd Frederick, Executive Assistant to the Superintendent/President and Board of Trustees

Academic Senate Council Representative

Cuesta College Federation of Teachers Representative

Cuesta College Classified United Employees Representative

Associated Students of Cuesta College Representative

Management Senate Representative

Meetings

The policy and procedure taskforce will meet on the first and third Tuesday of each month in the morning. A time will be confirmed with the selected representatives.

Action request

Please confirm your representative via email response by Friday, October 18, 2019.

In appreciation,

Jill Stearns, Ph.D.

Superintendent/President



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