



Reference: *Accreditation Standard IV.C.10*

The purpose of the Board self-evaluation is to identify those areas of Board functions which are working well and those which may need improvement. The Board self-evaluation speaks to the Board as a whole, not to individual trustees. It is the evaluation process of the overall effectiveness of the Board as a decision-making group.

The following process will be used:

- A self-evaluation form (Appendix A) will be distributed to all Board members annually.
- The completed self-evaluation forms shall be submitted to the Chancellor's Office at least one week prior to the regularly scheduled Board Retreat or Board Study Session at which the self evaluation will be discussed.
- The self-evaluation results shall be included as an agenda item for review at a regularly scheduled Board Retreat or Board Study Session.
- The Board of Trustees will develop a remediation plan during a future Board Retreat or Board Study Session within one year from the date of the initial approval of this administrative procedure.

Board approval date: 2/21/06

Revised: 12/9/14

**West Hills Community College District  
Board of Trustees Self-Evaluation Form**

Board Performance Rating Scale
4 = Outstanding
3 = Good
2 = Needs Improvement
1 = Unable to Evaluate

Personal Level of Agreement Rating Scale
5 = Strongly Agree
4 = Agree
3 = Neutral
2 = Disagree
1 = Strongly Disagree

Question	Board Performance Rating	Personal Level of Agreement Rating	Comments/Suggestions
<b>I. Mission, Planning and Policy</b>			
a. The Board assures that there is an effective planning process and is appropriately involved in the process			
b. The Board regularly reviews the District's mission and goals and monitors progress toward the goals			
c. The Board fulfills its policy role; the Board's policies are up to date and regularly reviewed			
<b>II. Board-CEO Relations</b>			
a. The Board maintains an excellent working relationship with the Chancellor			
b. The Board sets clear expectations for and effectively evaluates the Chancellor			
c. The Board delegates authority to and supports the Chancellor			
<b>III. Community Relations and Advocacy</b>			
a. Board members represent the interests of the citizens in the District			
b. The Board advocates on behalf of the District to local, state, and federal governments			
<b>IV. Educational Programs and Quality</b>			
a. The Board effectively monitors the quality and effectiveness of the educational programs and services			
b. Board members are knowledgeable about the District's educational programs and services			
<b>V. Fiduciary Role</b>			
a. The Board assures the fiscal stability and health of the District			

b. The Board monitors implementation of the facilities plan			
<b>VI. Human Resources and Staff Relations</b>			
a. Board members refrain from attempting to manage employee work			
b. The Board respects faculty, staff, and student participation in decision-making			
<b>VII. Board Leadership</b>			
a. The Board understands and fulfills its roles and responsibilities			
b. The Board expresses its authority only as a unit			
c. The Board regularly reviews and adheres to its code of ethics or standards of practice			
d. Board members avoid conflicts of interest and the perception of such conflicts			
<b>VIII. Board Meetings</b>			
a. Board meeting agendas and conduct provide sufficient information and time to explore and resolve key issues			
b. The Board understands and adheres to The Brown Act			
<b>IX. Board Education</b>			
a. New members receive orientation to Board roles and the institution			
b. Board members participate in trustee development activities			
c. The Board evaluation process helps the Board enhance its performance			

Open Ended Questions
1. What are the Board's greatest strengths?
2. What are the major accomplishments of the Board in the past year?
3. What are areas in which the Board could improve?

<b>4. In order for the Board to become a high performing Board, we need to:</b>
<b>5. As a trustee, I am most pleased about:</b>
<b>6. As a trustee, I have concerns about:</b>
<b>7. As a trustee, I would like to see the following changes in how the Board operates:</b>
<b>8. What issues have most occupied the Board's time and attention during the past year? Were these closely tied to the mission and goals of the District and the Board?</b>
<b>9. Please describe how the Board functions as a team. Is it functioning as a team as well as it should? Why or why not?</b>
<b>10. Please describe the Board's relationship with the Chancellor. What does the Board do to maintain a positive relationship? What does the Board need to change, if anything?</b>
<b>11. Describe a typical Board meeting. Do the agendas and conduct of the meeting effectively meet the purposes of Board meetings? Why or why not?</b>
<b>12. I recommend that the Board has the following goals for the coming year:</b>