

## **THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held a Board Study Session April 22, 2019, at 1:30 p.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

### **Call to Order**

Present: Anna Franz  
Jon Lane  
Stephen McFadden  
Juanita Richards  
Thomas Stredwick

#### **1. Board Training**

Trustee Thomas Stredwick reported that he developed the draft trustee onboarding and orientation document in response to board goals 2 and 3, which read 2. development of a timeline to receive meaningful, accurate, and reliable data to determine board effectiveness and 3. development of an on-boarding process for new trustees and others who are in leadership positions.

Trustee Stredwick led the discussion about the draft training schedule and encouraged the trustees to make suggestions. He and Trustee Lane learned about the trustee mentor idea during the ACCT conference. The trustees discussed that the board chair or the chair's designee could serve as new trustees' mentors. The board also discussed developing an online resource and a binder of information containing key pieces of information for each trustee.

The board discussed succession planning. A link to the Governor's Boards and Commissions webpage will be added to the Board Resources page. Anyone can apply to be a trustee and the president and trustees are encouraged to share board member openings with interested community members. The trustees discussed encouraging diversity on the board and sharing the time commitment involved.

The board discussed their policy governance, which is derived from the Carver Policy Governance model. They plan to review the Ends and the Executive Limitations and consider writing a new policy governance model. They will continue to use the modified Carver Policy Governance model until the new policy is written.

Trustee Thomas Stredwick will work with Dean Valerie Parton to compile a one or two page "quick facts at a glance" document. Trustee Anna Franz will search for a concise Robert's Rules of Order guide as a board resource.

The trustees stressed the importance of every new trustee intentionally touring the campus with a trustee mentor and the president.

Recommended readings for trustees include: *Blind Spot* and *Humble Inquiry*.

Core documents discussed by the board members for the trustee binder/online portal include: annual calendar, dashboard, emergency response and planning information, student success information, programs, clubs, student demographics, Foundation information, monitoring reports, Facilities Master Plan, and Workforce Education Plan. This is living resource and will be adjusted as needed.

Dr. Leas expressed his appreciation for the trustees' strategic conversation.

The meeting adjourned at 3:34 p.m.

  
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Jon Lane, Chair

ATTEST:

  
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Terrence Leas, Secretary