

BOARD OF TRUSTEES CALENDAR/WORK PLAN 2008-09 (FY09)

Summary

(As adopted by the ACC Board of Trustees on September 2, 2008)

Institutional Goals:

- Expand access
 - Especially among minorities and economically disadvantaged
- Maintain affordability
- Respond to the needs of business/industry
- Expand instructional capacity
- Expand faculty/staff to support increased capacity
- Enhance student success
- Expand fiscal resources of the ACC District
- Advocate for better aligned public education policy

Goals of the Work Plan:

- Plan meaningful Board Meetings, reflecting policy governance model
- Ensure compliance with Board policies (intended outcomes)
- Review institutional effectiveness data, and incorporate into Master Plan
- Facilitate community input to strengthen the stewardship and policy leadership roles of the governing board
- Provide a document to guide President's Leadership Team planning

Board Meetings - Types:

- R = Regular Board of Trustees Meetings (actions taken)
- W = Work Session on designated topic(s)
- F = Community Forum
- S = Special, called meeting

Summary of Board Meetings, 2008-09:

Fall Semester:

09-02-08 (R)
09-08-08 (S-tax rate)
10-06-08 (R)
10-20-08 (F)
11-03-08 (R)
11-17-08 (F)
12-01-08 (R)
12-15-08 (S-Holiday dinner)

8 events over 4 months:

4 Regular
2 Forums
2 Special

Spring Semester:

01-12-09 (R)
02-02-09 (R)
02-16-09 (F)
03-02-09 (R)
04-13-09 (R)
04-20-09 (W)
05-04-09 (R)

7 events over 4 months:

5 Regular
1 Forum
0 Special
1 Work Session

Summer Semester:

06-01-09 (R)
06-15-09 (W)
07-06-09 (R)
08-03-09 (R)
08-21&22-09 Retreat (S)

5 events over 3 months:

3 Regular
1 Work Session
1 Special

Community Linkages:

Policy governance primarily focuses on achievement of broad policy-based expectations, and on the institution's responsiveness to the needs of external constituencies. To facilitate this, all Regular Meetings of the Board will include Citizens' Communications as well as time for recognized employee groups and the Student Government Association to address the Board.

In addition, the Board will actively seek input from critical external groups through interactive community forums scheduled as part of the Board's annual Work Plan:

- ACC Service Area Legislative Forum (Monday, October 20, 2008)
- Forum with Service Area Chambers of Commerce – Legislative Forum Discussion (Monday, November 17, 2008)
- Round Rock/Williamson County Forum - ACC Round Rock Campus (Wednesday, February 18, 2009)

The Board will also have opportunities to participate in a wide range of other activities, including:

- Speaking to community groups, as coordinated through the President's Office
- Community networking via participation in events for which the College purchases a table and/or serves as a co-sponsor
- The administration will share events information related to area Chambers
- Participation in College events as noted on the monthly ACC Calendar
- Participation in student forums which are scheduled throughout the year
- Participation in special meetings hosted by the President, such as the annual meeting of ISD Superintendents or other functions in which the support of Trustees is helpful
- The President and Board Chair will host lunch meetings with Chamber presidents and board chairs for information sharing
- Participation in community leadership roles of interest to individual Trustees (a semester report of Trustee/community engagement activities will be incorporated in Regular Board Meetings) in December (Fall), May (Spring) and August (Summer)

Student Forums:

Seven Student Forums and Trustee Reports to the Board are listed:

- October 8, 2008, 10:00 a.m., Cypress Creek Campus Student Forum
- October 21, 2008, Noon, Rio Grande Campus Student Forum
- November 6, 2008, 7:00 p.m., South Austin Campus Student Forum
- November 22, 2008, Noon, Riverside Campus Student Forum
- February 4, 2009, 7:00 p.m., Northridge Campus Student Forum
- February 21, 2009, Noon, Eastview Campus Student Forum
- March 12, 2009, 3:00 p.m., Pinnacle Campus Student Forum

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(As approved by the Board of Trustees on September 2, 2008)

Purposes of Board Work Plan:

- Identify strategic topics for Board discussion which relate to policy outcomes and effectiveness measures, and which strengthen the ACC *Master Plan*.
- Ensure compliance with College policies which require reports to, and/or action by, the Board of Trustees.
- Schedule discussion topics in a sequence leading to Master Plan and resource allocation/budget adoption.

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
R=Monday August 4, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Propose 2008 Tax Rate for Austin Community College; 2008 Property Tax Rate Planning Calendar, and Scheduling of Two Public Hearings for Proposed 2008 Property Tax Rate 	Mr. Bill Mullane Mr. Ben Ferrell Mr. Ben Ferrell
S=Thursday August 28, 2008 11:45 a.m. HBC Board Room	<ul style="list-style-type: none"> • 1st Public Hearing on Proposed 2008 Tax Rate for Austin Community College District 	Mr. Ben Ferrell
R=Tuesday September 2, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • 2nd Public Hearing on Proposed 2008 Tax Rate for Austin Community College District • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Round Rock Campus • Report on August ACC Foundation Board Meeting • Report on ACC Leadership Academy • Discussion/Approval of Legislative Agenda • Approval of the Board of Trustees Calendar/Work Plan 2008-2009 (FY2009) 	Mr. Ben Ferrell Mr. Bill Mullane Mr. Ben Ferrell Mr. Bill Mullane Trustee Rivera Ms. Terry Mouchayleh Ms. Linda Young Board of Trustees

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
S=Monday September 8, 2008 11:45 a.m. HBC Board Room	<ul style="list-style-type: none"> • Adoption of 2008 (FY2009) Tax Rate for Austin Community College District 	Mr. Ben Ferrell
R=Monday October 6, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Discussion on Developmental Education Planning • Policy Compliance Report: E-4, Organizational Performance Evaluation/Auditing <ul style="list-style-type: none"> ○ Internal Audit Work Plan ○ Internal Employee Survey (FY08) 	Mr. Bill Mullane Mr. Ben Ferrell Mr. Mike Midgley Mr. Ben Ferrell Mr. Imad Mouchayleh Ms. Soon Merz
Forum=Monday October 20, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Community Forum – ACC Legislative Delegation 	Board of Trustees
R=Monday November 3, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Report on Cypress Creek and Rio Grande Campus Forums • Report on Association of Community College Trustees Annual Congress, October 29-November 1, New York, New York • Discussion of sustainability initiative; discussion of Board Policy E-2 revision/sustainability 	Mr. Bill Mullane Mr. Ben Ferrell Trustees Trustees Trustees McGuffee/Rivera
Forum=Monday November 17, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Board Community Forum – Area Chambers of Commerce CEOs/Board Chairs – ACC Legislative Agenda/Economic Development 	Board of Trustees

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
R=Monday December 1, 2008 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Report on South Austin and Riverside Campus Forums • Report on November ACC Foundation Board Meeting • Optional: Report on Community Engagements • Policy Compliance Report: G-11, Investments • Policy Compliance Report: E-7, Resource Development <ul style="list-style-type: none"> ○ Grants Report ○ Foundation Report • Resolution on Annual Review of Investment Strategies and Policy • FY08 External Audit/Management Letter • Update on Round Rock Campus Planning • Mid-Year Informal Evaluation of College President 	Mr. Bill Mullane Mr. Ben Ferrell Trustees Trustee(s) Trustees Mr. Ben Ferrell Dr. Mary Hensley Ms. Mary Harris Ms. Stephanie Dempsey Mr. Ben Ferrell Mr. Ben Ferrell Mr. Bill Mullane Board of Trustees
R=Monday January 12, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Legislative Update 	Mr. Bill Mullane Mr. Ben Ferrell Ms. Linda Young
R=Monday February 2, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Legislative Update • Discussion of FY09 Budget Development Process, and Policy Compliance Report: E-1, Master Planning <ul style="list-style-type: none"> ○ FY10 Budget Planning Directives ○ Process/Calendar 	Mr. Bill Mullane Mr. Ben Ferrell Ms. Linda Young Ms. Soon Merz Mr. Ben Ferrell
Forum=Monday February 16, 2009 6:00 p.m. Round Rock (TBD)	<ul style="list-style-type: none"> • Round Rock Forum – ACC Round Rock Campus 	Mr. Bill Mullane

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
R=Monday March 2, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Legislative Update • Report on Northridge and Eastview Campus Forums • Report on February ACC Foundation Board Meeting • Report on ACC National Legislative Summit Conference/Advocacy, February 9-11, 2009, Washington, D.C. • Policy Compliance Report: C-6, College-Community Linkages • Transportation Planning/Discussion 	Mr. Bill Mullane Mr. Ben Ferrell Ms. Linda Young Trustees Trustee(s) Trustees Dr. Stephen B. Kinslow Dr. Mary Hensley Mr. Ben Ferrell
R=Monday April 13, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Legislative Update • Report on Pinnacle Campus Forum • Declaration of Program Priorities for Fiscal Year 2010/Resolution • FY10 Budget Study: <ul style="list-style-type: none"> ○ Projected Revenues ○ Projected Expenses Overview ○ Projected Tuition and Fees (Policy Compliance Report: G-5, Implementation of Fees) ○ Projected Auxiliary Enterprises • ACC Board of Trustees Self-Evaluation 	Mr. Bill Mullane Mr. Ben Ferrell Ms. Linda Young Trustees Mr. Mike Midgley Mr. Ben Ferrell Board of Trustees
W=Monday April 20, 2009 HBC Board Room 6:00 p.m.	<ul style="list-style-type: none"> • Budget Study Session on Facilities and Policy Compliance Report on E-4, Provision of College Facilities 	Mr. Ben Ferrell
R=Monday May 4, 2009 HBC Board Room 6:00 p.m.	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Legislative Update • Report on April ACC Foundation Board Meeting 	Mr. Bill Mullane Mr. Ben Ferrell Ms. Linda Young Trustee(s)

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
	<ul style="list-style-type: none"> • Optional: Trustee Reports on Community Engagements • Renewal of Lockhart ISD Interlocal Agreement – Career and Technical Education Program • Policy Compliance Report: A-5, Service Area Responsibilities <ul style="list-style-type: none"> ○ Service Area Demographics ○ Out-of-District Activities ○ Cost Analysis – ACC Centers ○ ISD/Service Area Discussion • Policy Compliance Report: E-5, Review of Instructional Programs, and Resolution on Program Priorities • Board Policy Review 	Trustees Dr. Mary Hensley Dr. Mary Hensley Ms. Soon Merz/Mr. Neil Vickers/Dr. Luanne Preston/ Dr. Mary Hensley Mr. Mike Midgley Trustee James McGuffee
R=Monday June 1, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Policy Compliance Reports on Student Success: <ul style="list-style-type: none"> ○ A-1, Intended Outcomes ○ A-3, Equal Education Opportunity ○ A-6, Student Goal Achievement ○ <i>Closing the Gaps</i> Report ○ ACC Office of Institutional Effectiveness Measures • FY10 Budget Study: <ul style="list-style-type: none"> ○ Tuition/Fees ○ Technology/Capital Outlay Plan ○ Vendors Over \$100,000 ○ Compensation/Benefits Recommendations • Annual Evaluation and Contract of College President 	Mr. Bill Mullane Mr. Ben Ferrell Dr. Kathleen Christensen Ms. Soon Merz Mr. Ben Ferrell Dr. Richard Smith/Mr. Gary Weseman Mr. Ben Ferrell Ms. Gerry Tucker Board of Trustees
W=Monday June 15, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Policy Compliance Report: Policy D-4, Assessment, Placement & Developmental Courses • Discussion of Master Plan Priorities FY10 <ul style="list-style-type: none"> ○ Update on 2008 Initiatives • FY10 Budget Study Session 	Mr. Mike Midgley Ms. Soon Merz Mr. Ben Ferrell

Board Meeting/ Date/Time	Topics/Key Objectives	Staff Member/Trustee Responsible
R=Monday July 6, 2009 6 p.m. HBC Board Room	<ul style="list-style-type: none"> • Report(s) to the Board <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Report on June ACC Foundation Board Meeting • FY10 Master Plan Adoption • FY10 Budget Adoption 	Mr. Bill Mullane Mr. Ben Ferrell Trustee(s) Ms. Soon Merz Mr. Ben Ferrell
R=Monday August 3, 2009 6:00 p.m. HBC Board Room	<ul style="list-style-type: none"> • Propose 2009 Tax Rate for Austin Community College; 2009 Property Tax Rate Planning Calendar; and Schedule Two Public Hearings for Proposed 2009 Property Tax Rate • Reports to the Board: <ul style="list-style-type: none"> ○ Facilities Update ○ Financial Report • Optional: Trustee Reports on Community Engagements 	Mr. Ben Ferrell Mr. Bill Mullane Mr. Ben Ferrell Trustees
S=Board Retreat Friday/Saturday August 14-15, 2009 TBD	TBD	Board of Trustees

September 15, 2008