

**Minutes of the Special Meeting of the Board of Trustees - Governing Board Accreditation Training
Thursday, September 16, 2021**

Members present:

Peter Landsberger, President
Patrick Ahrens
Laura Casas
Pearl Cheng
Gilbert Wong
De Anza College student trustee Michelle Fernandez

Member absent:

Foothill College student trustee Rachel Homayonfar

The meeting was held pursuant to State of California executive order N-08-21, dated June 11, 2021. All members of the Board of Trustees participated in the meeting by teleconference. To limit the spread of COVID-19, no public gathering space was provided for the meeting.

PUBLIC SESSION

Board of Trustees President Landsberger called the regular meeting to order at 4:03 p.m. and explained the process that would be used for hearing comments from the public during the virtual meeting.

BOARD BUSINESS.**Accreditation and Governing Boards Roles and Responsibilities**

Dr. Kevin Bontenbal, Vice President of the Accrediting Commission for Community and Junior Colleges (ACCJC) and staff liaison to Foothill and De Anza colleges, provided an overview about the purpose of accreditation, the governing board's role and responsibilities, and changes in the accreditation comprehensive review model. He explained that as the designated ACCJC staff liaison to the colleges, he will work closely with the colleges' accreditation liaison officers throughout the development of the institutional self-evaluation reports and serve as a resource to the peer review teams during the comprehensive review of the colleges.

After outlining the colleges' comprehensive review timeline and the steps involved in the new formative peer review model, Dr. Bontenbal discussed the governing boards' responsibilities under accreditation Standard IV to provide mission-directed leadership and ensure high performance of the board and college. He also described areas of concern related to governing boards commonly identified by accreditors, including failing to balance the budget, intruding into daily operations, and neglecting integrated planning.

In response to a question from trustee Laura Casas, Dr. Bontenbal gave an example of an appropriate and inappropriate approach to governing board involvement in college programs. He stated that requesting an update or data from the Chancellor regarding the effectiveness of a program such as Guided Pathways would be considered appropriate while requesting to attend a committee meeting would be considered interfering in day-to-day operations. With regard to a question from trustee Casas regarding ACCJC's approach to difficulties experienced by institutions during the pandemic, Dr. Bontenbal explained that the ACCJC recognizes that the pandemic has caused some disruptions and would look during reviews for what a college is doing to get back on track.

ADJOURNMENT

President Landsberger adjourned the meeting at 4:58 p.m.

Approved 10/4/21



Judy C. Miner

Secretary to the Board of Trustees