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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

APPROVED Received

slk 9/12/18  
LCTCS BOARD OF SUPERVISORS

TO: Dr. Monty Sullivan  
LCTCS President

THROUGH: Dr. René Cintrón *RC*  
Chief Academic Affairs Officer

FROM: Erica Hughes, MPA *EA*  
Manager of Educational Programs and Assessment

SUBJECT: Board Evaluation Summary of Results

DATE: September 12, 2018

**FOR BOARD REVIEW AND ACTION:**

**Recommendation:** Staff recommends that the Board receive for review and advisement the attached summary of results for the Board of Supervisor's 2018 Board Self Evaluation.

**Background:** At the May 2018 Board meeting, the Board of Supervisors approved the amendment to the Board By-Laws regarding the annual participation in a self-evaluation. The purpose of the evaluation is to: (1) give Board members an opportunity to evaluate how effective the full Board functions in fulfilling its duties; and (2) give Board members the opportunity to assess their own performance.

To adhere to the approved by-laws, the Board of Supervisors were given the opportunity to rate their performance based on a five-point scale; (1) Minimal Achievement, (2) Below Average Achievement, (3) Average Achievement, (4) Above Average Achievement, and (5) Exceptional Achievement. The Board rated itself on average 4.5 out of 5 on the self-evaluation survey items (see attached). Write-in comments were overall positive, reflecting the aspiration of continual improvement as members of the LCTCS board.

**Fiscal Impact:** N/A

**History of Prior Action:**

**Benefits to the System:** An annual Board Self-Evaluation allows for the Board to review its mission on a regular basis, resulting in more effective management of Board responsibilities.

*Monty Sullivan*  
Approved for Recommendation to the Board  
Dr. Monty Sullivan

9-12-18  
Date

Louisiana Community and Technical College System

Board of Supervisors

2018 Board Self Evaluation (Results)

September 12, 2018

The purpose of this evaluation is to: (1) give Board members an opportunity to evaluate how effective the full Board functions in fulfilling its duties; and (2) give Board members the opportunity to assess their own performance. For each question below, select the rating that best describes your perception of the full Board and your individual performance. The first section deals with the full Board and the second section deals with the individual Board member.

| <b><u>Please rate the following statements for the BOARD as a whole.</u></b>   | <b><u>Average</u></b> |
|--|-----------------------|
| 1. The Board understands the mission of the Louisiana Community and Technical College System (LCTCS)   | 4.63                  |
| 2. Board members are committed to attending scheduled Board meetings, in accordance with Section 6 of the Bylaws of the LCTCS Board of Supervisors.<br><small>("...members shall personally attend all meetings unless prevented from doing so by disability or other causes beyond their control. Failure or refusal to attend at least 75 percent of the regularly scheduled meetings, without such cause, during a fiscal year shall be cause for removal from the Board...")</small> | 4.19                  |
| 3. Board members come to meetings informed about the issues to be considered.  | 4.25                  |
| 4. The Board has an effective understanding of its role.   | 4.56                  |
| 5. Members vote according to one's individual conviction, challenge the judgment of others when necessary, yet uphold the final majority decision of the Board.  | 4.63                  |
| 6. Members are effectively involved with the President's evaluation process.   | 4.56                  |
| 7. Members understand the System's budgetary process.  | 4.25                  |
| 8. The Board understands community college legislative issues.   | 4.63                  |
| 9. The Board effectively orients new Board members.  | 4.50                  |
| 10. The Board keeps up-to-date community college information through reading available materials and attending appropriate state and national meetings.  | 4.25                  |
| 11. Members participate in System and college activities.  | 4.44                  |
| 12. Board committees, meeting agenda items, and background information are effective in assisting the Board to do its work.  | 4.63                  |

|   |      |
|---|------|
| 13. The Board holds confidential all matters discussed in closed sessions of the Board.   | 4.81 |
| 14. The Board has open and honest communication between members and the President.  | 4.88 |
| 15. The Board works effectively even when there are differences of opinions that arise during debates on issues.                          | 4.69 |
| 16. Members make judgments always on the basis of what is best for the colleges and System and for the advancement of higher education.   | 4.69 |
| 17. Board meetings are conducted in an orderly, efficient manner and allow for sufficient discussion.                                     | 4.88 |
| 18. The Board has clear protocols for communicating with the President and staff.   | 4.50 |
| 19. The Board and President work cooperatively and effectively.   | 4.88 |
| 20. The process to elect Board officers is effective.   | 4.63 |
| 21. Committee assignments for Board members are carried out effectively.  | 4.38 |
| 22. To the extent possible, Board members support the financial mission of LCTCS by contributing to the LCTCS Foundation annual campaign. | 4.38 |

**Please rate the following statements for your PERSONAL performance as a Board member.**

|   |      |
|---|------|
| 1. I understand the mission of the Louisiana Community and Technical College System (LCTCS).  | 4.50 |
| 2. I am committed to attending scheduled Board meetings, in accordance with Section 6 of the Bylaws of the LCTCS Board of Supervisors.      | 4.69 |
| 3. I come to meetings informed about the issues to be considered.   | 4.44 |
| 4. I have an effective understanding of the Board's role.   | 4.69 |
| 5. As a member, I feel comfortable to challenge the judgment of others when necessary, yet uphold the final majority decision of the Board. | 4.69 |
| 6. I am effectively involved with the President's evaluation process.   | 4.56 |
| 7. I understand the System's budgetary process.   | 4.19 |
| 8. I understand community college legislative issues  | 4.38 |

|   |      |
|---|------|
| 9. I make a concerted effort to help orient new Board members to their new responsibilities.  | 4.00 |
| 10. I keep up-to-date on community college information through reading available materials and attending appropriate state and national meetings. | 4.25 |
| 11. I participate in System and college activities.   | 4.19 |
| 12. I believe that Board committees, meeting agenda items, and background information are effective in assisting the Board to do its work.        | 4.50 |
| 13. My experience on this Board has been meaningful.  | 4.75 |
| 14. To the extent possible, I support the financial mission of LCTCS by contributing to the LCTCS Foundation annual campaign.                     | 4.00 |

### **Additional Open-ended Questions**

1. What could be done to help make your experience as a Board member more effective and meaningful?
  - BoS agreed they were satisfied with their effectiveness, however a few recommended a review of the budgetary process and fewer meetings with greater substance to help with efficacy.
2. What specific suggestions do you have that can help the Board better perform its mission?
  - BoS recommended frequent updates on school key performances to help promote healthy and informed discussions, be advocates for their communities and continue board retreats to build stronger relationships within the board.
3. Do you feel you have a basic understanding of the issues focused on by Committees on which you do not serve?
  - 94% of the BoS agreed they had a basic understanding of the issues focused on by Committees on which they do not serve.
4. If you answered no to the previous question, which committee areas you would like to know more about?
  - Those who did not agree are interested in the budget and finance committee, academic, student affairs and workforce development committee, executive/chair committee reports and functional/peer groups.
5. Do you feel these are the appropriate committees?
  - 94% of the BoS agreed that the committee were appropriate.
6. If you answered no to the previous question, please suggest alternate committees to be considered. (Please enter NA if you answered yes to question 5.)
  - BoS recommended a policy/legislative committee.
7. Do you have adequate access for opportunities to visit the colleges?
  - 94% of the BoS agreed there was adequate access for opportunities to visit the colleges.

8. What is your perspective on the college liaison role that Board members are asked to play?
  - The BoS agreed that it is important to stay engaged, accessible, and aware to make decisions that support and improve the system's mission.
9. Record here any additional comments that you feel are necessary to the overall evaluation yourself as a member of the LCTCS Board.
  - BoS are interested in participating in a more involved capacity.

### **Summary of Analysis**

Tremendously, the results of the board self-evaluation were positive and provided evidence of an overwhelmingly dedicated, high functioning board. The average score of 4.5 out of 23 survey questions demonstrates (1) the board's effectiveness and (2) their personal commitment to the LCTCS institutions.

Two items that scored high but were comparatively lower were items related to:

- BoS supporting the financial mission of LCTCS by contributing to the LCTCS Foundation annual campaign.
- BoS concerted efforts to help orient new Board members to their new responsibilities.

The write-in comments were also very positive and informative of how the board desires to have frequent updates on the health of each institution's key performance indicators, such as enrollment, retention, and graduations rates.