IVC. Governing Board

1. **The institution has a governing board that has authority over and responsibility for policies to assure the academic quality, integrity, and effectiveness of the student learning programs and services and the financial stability of the institution. (ER 7)**

Evidence of Meeting the Standard
The Mt. SAC Board of Trustees (BOT) has the authority under Board Policy (BP) 2200 Board Duties and Responsibilities to assure the academic quality, integrity, and effectiveness of student learning programs and services as well as the financial stability of the institution (**IV.C.1.1 BP 2200**). The authority and responsibility of the Board are outlined in policies and procedures, which are regularly reviewed and updated through a process that ensures broad institutional dialogue in accordance with BP 2410 Board Policies and Administrative Procedures and Administrative Procedure (AP) 2410 Process for Revision of APs and BPs (**I.B.7.5 BP 2410; I.B.7.4 AP 2410; IV.C.1.2 BP and AP Update List**). Review of BPs and APs is facilitated by the College subscription to the Community College League of California (CCLC) policies and procedure service, which publishes changes to BPs and APs twice a year (**I.B.7.2 CCLC Policy Update Subscription**). The College uses these opportunities to review and make revisions aligned with the mission and vision through a shared governance process (**IV.C.1.3 BOT Meeting Agenda 12-8-21**). The APs and BPs are proposed, revised, updated, or edited for various reasons, including changes to Title 5 language, recommendations from the CCLC, Academic Senate resolutions, or recommendations from units across the campus. The Distance Learning Committee revised AP 4105 on Distance Learning based on new Department of Education guidelines. The new AP was approved by the Academic Senate, the President's Advisory Council, and the Board of Trustees (**I.B.7.8 BOT Approval of Revised AP 4105).**

The Board's responsibilities include improving student learning and programs facilitated by institutional planning in alignment with the mission. BP 3250 Institutional Planning states: "The College President/CEO shall inform the Board about the status of planning and the various plans and seek Board input during their development" (**I.A.3.1 BP 3250**). The Board receives timely reports and information allowing decision-making on academic quality and effectiveness of student learning to approve new programs and courses (**I.B.2.8 AP 4020 Program and Curriculum Development; IV.C.1.4 BOT Course Approval**).

BP 6100 delegates budgetary authority to the College CEO/President, who is responsible for keeping the Board fully informed with regular reports (**IV.B.1.7 BP 6100 Delegation of Authority; IV.C.1.5 BOT Minutes 3-12-22**). The annual process found in BP 6200 Budget Preparation states: "Each year, the CEO shall present to the Board of Trustees a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with State law and regulations and provide adequate time for appropriate review" (**I.A.3.8 BP 6200**). BP 6300 Fiscal Management specifies that the Board is provided with quarterly budget reports for review (**III.D.1.9 BP 6300**). Further fiscal oversight is provided

through BP 6250 Budget Management, which requires Board approval for any budgetary changes between major expenditure classifications and for the appropriation of any reserve funds (**III.D.1.10 BP 6250**).

Analysis and Evaluation
Mt. SAC's governing Board has authority over and responsibility for policies to assure the academic quality, integrity, and effectiveness of the student learning programs and services and the financial stability of the College. This authority and responsibility are outlined in Board Policies (BPs). The narrative demonstrates compliance with ER 7.

2. **The governing board acts as a collective entity. Once the board reaches a decision, all board members act in support of the decision.**

Evidence of Meeting the Standard
The Board of Trustees (BOT) acts as a collective entity. Once decisions are made, all members abide by these decisions and support their implementation. Under Board Policy (BP) 2330 Quorum and Voting, "the Board shall act by majority vote of all of the membership of the Board." A unanimous vote of all members of the Board is required in matters "regarding sale or lease of District real property to the State, any county, city, or to any other school or community college district; and resolution authorizing lease of District property under a lease for the production of gas." (**IV.C.2.1 BP 2330**). College BP 3255 Participation in Local Decision Making guides the College's BOT in overseeing the participation in local decision making (**I.B.7.3 BP 3255**). As outlined in the policy, the Mt. SAC BOT hears recommendations from the constituencies of the College and makes the final decision after receiving input. The Board heard multiple arguments on continuing a COVID-19 vaccine mandate and campus testing system. The Board carefully considered all points of view and ultimately decided in favor of voluntary vaccinations and encouraged all to get vaccinated (**IV.C.2.2 BOT minutes 10-16-21**).

Analysis and Evaluation
The Mt. SAC Board of Trustees acts as a collective entity; once they reach a decision, they all act in support of that decision.

3. **The governing board adheres to a clearly defined policy for selecting and evaluating the CEO of the college and/or the district/system.**

Evidence of Meeting the Standard
In the case of a President/CEO vacancy, Board Policies (BP) 2431 and 2432 direct the Board of Trustees (BOT) to establish a CEO search process that is fair, open, and complies with Title 5, Section 53000 (**IV.C.3.1 Title 5, Section 53000**). In the 2023 presidential search process, the College engaged an executive search firm to assist in the candidate recruitment, administered a survey to campus stakeholders, and held an open forum for the CEO finalists (**IV.C.3.2 BOT Minutes; IV.C.3.3 Recruitment Survey; IV.A.6.1 CEO Recruitment; IV.C.3.4 Candidate Forum**). In the case of an absence, BP 2342 requires the BOT to comply with Education Code Sections 70902(d), 72400; and Title 5, Section 53021(b) to appoint an acting College President/CEO to

serve for a short period (**IV.C.3.5 BP 2431 CEO Selection; IV.C.3.6 BP 2432 College President/CEO succession**).

BP 2435 and Administrative Procedure (AP) 2435 Evaluation of the College President/CEO guide the BOT to evaluate the College President/CEO annually. The AP states, "The evaluation of the College President/CEO will be based on the job description, goals and objectives of the past year, characteristics of performance, and other elements previously agreed upon. As part of the evaluation process, the College President/CEO and the Board of Trustees shall mutually agree upon the goals and objectives to be considered for the following year" (**IV.C.3.7 BP 2435; IV.C.3.8 AP 2435; IV.C.3.9 CEO Evaluation Item 3.03**).

Analysis and Evaluation
The Mt. SAC governing Board adheres to clearly defined policies for selecting and evaluating the President/CEO of the College.

4. **The governing board is an independent, policy-making body that reflects the public interest in the institution's educational quality. It advocates for and defends the institution and protects it from undue influence or political pressure. (ER 7)**

Evidence of Meeting the Standard
The duties and responsibilities of the Mt. SAC Board of Trustees (BOT) include representing the public interest, establishing policies, and ensuring educational quality under Board Policy (BP) 2200 Board Duties and Responsibilities (**IV.C.1.1 BP 2200**). The Board meets monthly and welcomes public participation "in the business of the Board" (**IV.C.4.1 BP 2435 Public Participation at Board Meetings**). Each board member is elected by constituents in their trustee area, reflecting their public interest in the institution (**IV.C.4.2 BP 2100 Board Elections; IV.C.4.3 BOT Biographies**). The BOT works together to promote the best interests of the College and assure public interests are met. BOT appointments to the Independent Citizen's Bond Oversight Committee ensure diverse community perspectives (**IVC.4.4 Citizen's Oversight Committee Bylaws**).

The BOT advocates for and defends the institution. Trustees advocate for and protect the College (**IV.C.1.1 BP 2200 Board Duties and Responsibilities**). Trustees are agents of the public, entrusted with public funds, and duty-bound to protect, advance, and promote the interest of all citizens concerning the business of the College. BOT members must "maintain independent judgment unbiased by private interest, partisan political groups, or any other way" (**IV.C.4.5 BP 2715 Code of Ethics; IV.C.4.6 AP 2715**).

Analysis and Evaluation
The Mt. SAC Board of Trustees is an independent, policy-making body that reflects the public interest in the College's educational quality. It effectively advocates for and defends the College and protects it from undue influence or political pressure. The College complies with ER 7.

5. **The governing board establishes policies consistent with the college/district/**system **mission to ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them. The governing board has ultimate responsibility for educational quality, legal matters, and financial integrity and stability.**

Evidence of Meeting the Standard
The policies of Mt. SAC's Board of Trustees (BOT) ensure the quality, integrity, and improvement of student learning programs and services and the resources to support them. The duties of the Board are defined in Board Policy (BP) 2200 Board Duties, which establishes policies that define the institutional mission and set prudent, ethical, and legal standards for college operations; assure fiscal health and stability; and monitor institutional performance and educational quality (**IV.C.1.1 BP 2200**). The Board is aware of the institution-set standards and analysis of results that have led to the improvement of student achievement and learning (**IV.C.5.1 Excerpts from BOT Advanced ISER Training; IV.C.5.2 Board Study Session 11-10-22**).

The Board regularly reviews the College's mission, vision, and core values. It approves appropriate revisions after constituencies have engaged in a participatory governance process that includes an annual review by the President's Advisory Council (PAC) and input from the Academic Senate (AS) (**IV.C.5.3 AS minutes 5-14-20; I.A.1.3 PAC Approval of Mission, Vision, Values; I.A.1.2 BOT Approval of Mission, Vision, Values**). The Board has the ultimate responsibility for educational quality as stipulated in BP 3250 Institutional Planning which requires Board approval for institutional planning, as required by Title 5, and program planning (**I.A.3.1 BP 3250**). The Board approves curricular changes, including new programs and program deletions (**I.B.2.4 AP 4020 Program and Curriculum Development; I.C.13.3 BOT Histotechnology program approval resolution 22-09**). The Board also receives an annual update on distance education before considering any related policy changes (**IV.C.5.4 DL BOT Report 11-4-20**).

BP 2315 Closed Sessions outlines the Board's oversight of legal matters and counsel, such as pending litigation, during closed sessions (**IV.C.5.5 BP 2315**). The Board is responsible for overseeing the College's financial integrity and stability. BP 6100 delegates budgetary authority to the College CEO/President, responsible for keeping the Board fully informed with regular reports (**IV.B.1.7 BP 6100 Delegation of Authority; I.A.3.8 BP 6200 Budget Preparation; IV.C.1.5 BOT Minutes 3-12-22**). BP 6300 Fiscal Management specifies that the Board is provided with quarterly budget reports for review (**III.D.1.9 BP 6300; III.D.10.4 Quarterly Financial Status Report**). Further oversight is provided through BP 6250 Budget Management, which requires Board approval for any budgetary changes between major expenditure classifications and for the appropriation of any reserve funds (**III.D.1.10 BP 6250; III.D.10.2 BOT approval Budget Change**).

Analysis and Evaluation
The Mt. SAC governing Board establishes policies consistent with the college/district/system mission to ensure the quality, integrity, and improvement of student learning programs and

services and the resources to support them. The Board regularly reviews the College's mission, vision, and core values and approves appropriate revisions.

6. **The institution or the governing board publishes the board bylaws and policies specifying the board's size, duties, responsibilities, structure, and operating procedures.**

Evidence of Meeting the Standard
All Board Policies (BP) and Administrative Procedures (AP) are readily available on the College website (**II.C.8.8 BP-AP Website**). Several BPs and APs specify the board's size, duties, responsibilities, structure, and operating procedure. BPs 2010 through 2745 are the core policies of the Board. They include the specifics about the Board's size, duties and responsibilities, structure, and operating procedures (all other Board Policies) (**IV.C.6.1 BP 2010 Board Membership; IV.C.1.1 BP 2200 Board Duties and Responsibilities; IV.C.6.2 BP 2305 Annual Organizational Meeting**).

Analysis and Evaluation
The Mt. SAC Board of Trustees has published policies and administrative procedures that describe its size, duties, responsibilities, structure, and operations, which members of the College and community can access.

7. **The governing board acts in a manner consistent with its policies and bylaws. The board regularly assesses its policies and bylaws for their effectiveness in fulfilling the college/district/system mission and revises them as necessary.**

Evidence of Meeting the Standard
The Board of Trustees (BOT) complies with its Board Policies (BPs) and Administrative Procedures (APs), which are regularly reviewed, assessed, and revised for effectiveness. BP 2410 Board Policies and Administrative Procedures and AP 2410 Process for Revision of APs and BPs establish the process of revising APs and BPs. Policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote (**I.B.7.5 BP 2410; I.B.7.4 AP 2410**). For example, the Board updated BP and AP 7400 Conference and Travel to align with California Assembly Bill 1887 (**IV.C.7.1 BOT Minutes 8-10-22; BP/AP 7400**). The College subscribes to regular BP and AP updates from the Community College League of California (CCLC) (**I.B.7.2 CCLC Policy Update Subscription**).

Proposed changes or additions to BPs and APs are submitted to the Board following the shared governance review process and are introduced not less than one regular meeting before the meeting at which action is recommended (**IV.C.7.2 BOT 12-08-21 Revision to BP 7211; III.A.1.12 BP 7211 Min Quals**). APs are approved by the College President and maintained as statements of the method for implementing Board policy. The College President/CEO provides each member of the Board with copies of APs as they are revised (**I.B.7.5 BP 2410 Board Policies and Administrative Procedures**). All changes to BPs are presented to the Board for review and adoption. All revisions to APs are presented to the Board for information (**IV.C.7.3 BOT 4.13.22 Revision to AP 5140**). Access to all BPs and APs is

readily available to college stakeholders through the College website (**I.B.7.5 BP 2410 Board Policies and Administrative Procedures; II.C.8.8 BP-AP Website**).

Analysis and Evaluation
The governing Board of Mt. SAC acts in a manner consistent with its policies, which are regularly reviewed for their effectiveness in fulfilling the College mission and are revised as necessary.

8. **To ensure the institution is accomplishing its goals for student success, the governing board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.**

Evidence of Meeting the Standard
To ensure the College is accomplishing its goals for student success, the Board of Trustees regularly reviews annual reports from college administrators regarding Mt. SAC's performance, such as the Student Equity and Achievement Plan Key Performance Metrics with an Equity Focus report (**IV.C.8.1 BOT Metrics Report 6-22-22; I.A.2.1 BOT Report – Key Performance Metrics**). The Board receives annual reports on distance learning that address total classes scheduled in distance learning modality, student access, student success, success measures compared to face-to-face courses, and accreditation information regarding distance learning (**IV.C.5.4 DL BOT Report 11-4-20; IV.C.8.2 DL BOT Report 8-12-22**). The Board also examines annual reports providing student outcomes and achievement data as measured within the Student Success and Support Program, Student Equity, and School of Continuing Education (**IV.C.8.3 BOT CCCCO Metrics; IV.C.8.4 BOT SCE Report 3-11-20; IV.C.8.5 BOT SCE Report 3-8-23**). Board study session reports include updates on how Planning for Institutional Effectiveness is integrated into the Strategic Plan to improve institutional quality (**IV.C.8.6 Board Study Session 11-12-22 pp 26-35**). Board members also receive President's Cabinet Notes by email, which contain information and updates on various topics relevant to the College (**IV.C.8.7 President's Cabinet 5-31-22**).

Analysis and Evaluation
The Mt. SAC governing Board has many opportunities to review data on student performance.

9. **The governing board has an ongoing training program for board development, including new member orientation. It has a mechanism for providing for continuity of board membership and staggered terms of office.**

Evidence of Meeting the Standard
Board Policy (BP) 2740 Board Education directs members to engage in study sessions, read materials, and participate in conferences and other activities to augment their trustee education (**IV.C.9.1 BP 2740**). Board members are involved in ongoing training throughout the year for continuous improvements, such as bi-annual study sessions, conference attendance, and informational items from campus and community constituents (**IV.C.9.2 Board Study Session 10-16-21; IV.C.1.5 BOT Minutes 3-12-22; IV.C.9.3 BOT Minutes 2-23-22; IV.C.9.4 BOT Minutes 5-12-21).** Board members also attend national conferences sponsored by the

Association of Community College Trustees and other local, statewide, and national conferences (**IV.C.9.5 BOT Minutes 11-13-19**). Board members also dedicate effort to understand and effectively carry out their duties through knowledge of BPs which outline BOT standards of practice (**IV.C.4.4 BP 2715 Code of Ethics; IV.C.1.1 BP 2200 Board Duties and Responsibilities**).

Further, The Community College League of California (CCLC) provides all new members with training and development resources, such as a comprehensive handbook and opportunities, including the annual Effective Trusteeship Workshop (**IV.C.9.6 CCLC Handbook Ch 15**)**.**

CCLC also provides a comprehensive Excellence in Trusteeship Program in addition to a broad range of trustee leadership conferences throughout the year that members report out during their Board reports at trustee meetings (**IV.C.9.3 BOT Minutes 2-23-22; IV.C.9.7 BOT Minutes 4-14-21; IV.C.9.6 CCLC Handbook Ch 18**).

The Board consists of seven members elected by trustee areas for terms of four years, with staggered terms of office. This supports continuity and shared memory among Board Members (**IV.C.6.1 BP 2010 Board Membership; IV.C.4.2 BP 2100 Board Elections**). The student trustee is elected annually by Mt. SAC students (**IV.C.9.8 BP 2105; IV.C.9.9 AP 2105 Election of Student Member**).

Analysis and Evaluation
The Mt. SAC Board of Trustees has many educational opportunities for board members, including orientation for new board members. Additionally, Board Policy directs staggered terms to ensure continuity of leadership on the Board.

10. **Board policies and/or bylaws clearly establish a process for board evaluation. The evaluation assesses the board's effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness.**

Evidence of Meeting the Standard
Board Policy (BP) 2745 Board Self-Evaluation details how Board members annually self-assess the Board's performance and functions. This policy establishes that an annual self-assessment will be conducted, and a discussion of the compilation of the findings will occur, resulting in the setting of objectives for the following year (**IV.C.10.1 BP 2745**). The Board evaluation allows members to both self-assess and assess the Board as a whole unit on how it promotes and sustains the academic quality and College effectiveness. The open-ended questions in the self-evaluation allow Board members to develop and discuss areas of strength and improvement as a unit. Once results are compiled, Board members discuss the findings, which are made public during a special meeting or study session in February or March each year (**IV.C.10.2 Board Self Evaluation Compilation 2019; IV.C.10.3 Board Special Session 3-18-23**).

According to Administrative Procedure (AP) 2745, the Board will discuss and compile the results for the Board of Trustees (BOT) self-assessment and develop a set of objectives for the next year (**IV.C.10.4 AP 2745**). At the March 2021, Special Meeting of the BOT Board Self-Evaluation Report, Trustees identified several objectives regarding their effectiveness in promoting and sustaining academic quality and institutional effectiveness, including such objectives as: "More 'diversity hiring' to be more reflective of our student body;" "...make an improvement in the area of encouraging and supporting systems that promote the recruitment and hiring of a more diverse faculty..." (**IV.C.10.5 BOT Self Evaluation March 2021**). On April 14, 2021, the BOT passed Resolution 20-08 (**IV.C.10.6 Resolution 20-08 Commitment to DEISA**). The BOT also expressed respect for "The way the administration handled the pandemic, COVID protocols, transition to distance learning, and adjusting construction to pandemic conditions" (**IV.C.10.7 BOT Special Session March 2021**). In alignment with the College's mission to support diversity, the Board continues to focus its annual reviews on "...ensuring our policies reflect, diversity, equity, inclusion, social justice and anti-racism" (**IV.C.10.8 BOT Self-evaluation March 2023**).

Analysis and Evaluation
The Mt. SAC Board of Trustees has a self-evaluation process, as defined in its board policies, and uses the results from its self-evaluation to make improvements regarding its role, functioning, and effectiveness.

11. **The governing board upholds a code of ethics and conflict of interest policy, and individual board members adhere to the code. The board has a clearly defined policy for dealing with behavior that violates its code and implements it when necessary. A majority of the board members have no employment, family, ownership, or other personal financial interest in the institution. Board member interests are disclosed and do not interfere with the impartiality of governing body members or outweigh the greater duty to secure and ensure the academic and fiscal integrity of the institution. (ER 7)**

Evidence of Meeting the Standard
Board of Trustee (BOT) members at Mt. SAC uphold a code of ethics (**III.A.13.1 BP 3050 Institutional Code of Ethics**). Board Policy (BP) and Administrative Procedure (AP) 2710 Conflict of Interest and 2715 Code of Ethics/Standards of Practice define the BOT standards of practice and establish limits on the activities of individual Board members. Board members may not be college employees, may not receive gifts, and must disclose and recuse themselves if they have any financial interest in a decision (**I.C.14.2 BP 2710; I.C.14.3 AP 2710 Conflict of Interest; IV.C.4.4 BP 2715; IV.C.4.5 AP 2715**). Board members have no employment, family, ownership, or other personal financial interest in the institution. The College maintains the practice mandated by the Political Reform Act of 1974 that each Trustee submit an annual Statement of Economic Interest for public inspection and reproduction (**III.A.13.4 AP 2712 Conflict of Interest Code; IV.C.11.1 Conflict of Interest Board Form 700**).

Ethical standards for Board members include compliance with the Brown Act, which mandates that Board members cannot meet separately, and all business must be conducted in a

transparent and public manner (**IV.C.4.4 BP 2715 Code of Ethics/Standards of Practice; IV.C.4.5 AP 2715**). BP 2720 Communication Among Board Members and BP 3050 Institutional Code of Ethics specifies that to ensure a climate of respect and trust, a majority of Board members shall not discuss upcoming agenda items or outline expectations prior to their official meetings (**IV.C.11.2 BP 2720; III.A.13.1 BP 3050**).

Steps are outlined to resolve issues according to policies that govern conflict of interest, communication, and code of ethics (**I.C.14.2 BP 2710 Conflict of Interest; III.A.13.4 AP 2712 Conflict of Interest Code; IV.C.4.4 BP 2715 Code of Ethics/Standards of Practice; IV.C.11.2 BP 2720 Communication Among Board Members**). No such conflict of interest or ethics violation has occurred during this accreditation cycle. If there is a violation of ethics, the "Board of Trustees will promptly address any violation of the Board's Code of Ethics by a member or members of the Board." (**IV.C.4.4 BP 2715 Code of Ethics/Standards of Practice**). In a case in which a potential financial conflict of interest may exist for a member, "the College President/CEO will assume an affirmative responsibility to notify the Board member of the potential conflict" (**I.C.14.2 BP 2710 Conflict of Interest**).

Analysis and Evaluation
The Mt. SAC Board of Trustees upholds and adheres to its conflict-of-interest policies. The Board has a clear policy for dealing with behavior that violates its code and implements it when necessary. Based on the narrative above, the College meets ER 7.

12. **The governing board delegates full responsibility and authority to the CEO to implement and administer board policies without board interference and holds the CEO accountable for the operation of the district/system or college, respectively.**

Evidence of Meeting the Standard
Mt. SAC's Board Policy (BP) 2430 Delegation of Authority to the College President provides the College President "The executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action" (**IV.B.5.1 BP 2430**). Administrative Procedure (AP) 2410 Process for Revision of APs and BPs gives the President the final approval of all APs with changes going to the Board of Trustees (BOT) as an information item (**I.B.7.4 AP 2410**). The Board's role is articulated to the campus community, and actions taken are regularly communicated to the public through "Board Briefs" (**IV.C.12.1 BOT 101 FLEX Day; IV.C.12.2 Board Briefs**). Under BP 2430, "The College President/CEO shall act as the professional advisor to the Board in policy formation" (**IV.B.5.1 BP 2430**). In this way, the President/CEO provides context and direction for the actions of the Board.

BP 3250 Institutional Planning provides the expectations for regular approval and reports on institutional planning (**I.A.3.1 BP 3250**). Monthly reports to the Board by constituencies provide opportunities for accountability and oversight of the role and responsibilities of the President/CEO to ensure appropriate institutional performance (**IV.C.12.3 Board Information Reports Schedule**). The Board also evaluates the President/CEO as a part of their responsibilities to ensure educational equality, legal compliance, and financial integrity

(**IVC.3.6 BP 2435**; **IVC.3.7 AP 2435 Evaluation of College President/CEO**). There are two Board study sessions per year where cabinet-level administrators provide reports on academic performance and institutional effectiveness (**IV.C.12.4 BOT Study Session 3-20-21; IV.C.9.2 Board Study Session 10-16-21**).

Analysis and Evaluation
The Mt. SAC governing Board delegates full responsibility and authority to the President/CEO to implement and administer Board Policies without interference. The Board evaluates the President/CEO annually to ensure his/her accountability for the effective operation of the College.

13. **The governing board is informed about the Eligibility Requirements, the Accreditation Standards, Commission policies, accreditation processes, and the college's accredited status, and supports through policy the college's efforts to improve and excel. The board participates in evaluation of governing board roles and functions in the accreditation process.**

Evidence of Meeting the Standard
The Mt. SAC President, Accreditation Liaison Officer, and Accreditation Faculty Co-Chair inform the Board about eligibility requirements, accreditation standards and processes, commission policies, and accredited status through presentations at regular and special Board meetings per Board Policy (BP) 3200 Accreditation (**I.C.12.1 BP 3200**). Members of the Board of Trustees (BOT) participated in training provided by the Accrediting Commission for Community and Junior College's (ACCJC) liaison regarding the Board's role in the accreditation process (**IV.B.4.3 Board Study Session 10-16-21**). The Accreditation Team provided additional training about the process, timeline, and Board accreditation responsibilities at study sessions (**IV.C.13.1 BOT Accreditation Training 3-12-22; IV.C.8.7 Board Study Session 11-12-22**). Board members also participate in accreditation campus events (**IV.C.13.2 2024 ISER Timeline; IV.C.13.3 BOT Minutes 11-10-21**). The BOT carefully reviews each section of the Institutional Self-Evaluation Report before submission to the ACCJC. The BOT is informed of institutional reports to the Commission and is committed to improvements (**I.C.13.3 BOT Histotechnology Program Resolution 22-09; IV.C.13.4 CBE Report to BOT 3-18-23**).

Analysis and Evaluation
The Mt. SAC Board of Trustees is informed of and actively engages in accreditation efforts so that the College can improve and excel in its academic programs and service offerings for students and to ensure financial stability for the institution. The College President/CEO plays a critical role in ensuring that the Board is involved in any accreditation process in which their participation is required.

Conclusions on Standard IV.C: Governing Board
The Mt. SAC Board of Trustees has appropriate authority over and responsibility for policies to assure the academic quality, integrity, and effectiveness of the student learning programs and services and the financial stability of the institution. Board Policies and minutes are available

on the College's website, and the board and administrative policies are reviewed on a regularly scheduled basis. The Board engages in annual training, evaluation, and ethics reviews to maintain Board integrity. The Board adheres to high ethical standards established in board policy and discusses items brought before them thoroughly, and acts to support all Board decisions with one united voice. The Board has delegated the appropriate authority to the President/CEO to oversee the College.

Improvement Plan(s)

IV.C.7 The College is adopting a new model that will expedite the assessment and review of Board Policies and Administrative Procedures and continue to ensure that timely actions are taken on policies and procedures. The President's Advisory Council (PAC) established a workgroup in Spring 2023 to review the BP/AP 2410 Process for Revision of APs and BPs. It will incorporate the newly adopted model for the review and revision of BPs and APs into formal processes.

Evidence List

IVC.1
- IV.C.1.1 BP 2200 Board Duties and Responsibilities
- I.B.7.5 BP 2410 Board Policies and Administrative Procedures
- I.B.7.4 AP 2410 Process for Revision of APs and BPs
- IV.C.1.2 BP and AP Update List
- I.B.7.2 CLC Policy Update Subscription
- IV.C.1.3 BOT Meeting Agenda 12-8-21
- I.B.7.8 BOT Approval of Revised AP 4105
- I.A.3.1 BP 3250 Institutional Planning
- I.B.2.8 AP 4020 Program and Curriculum Development
- IV.C.1.4 BOT Course Approval
- IV.B.1.7 BP 6100 Delegation of Authority
- IV.C.1.5 BOT Minutes 3-12-22
- I.A.3.8 BP 6200 Budget Preparation
- III.D.1.9 BP 6300 Fiscal Management
- III.D.1.10 BP 6250 Budget Management

IVC.2
- IV.C.2.1 BP 2330 Quorum and Voting
- I.B.7.3 BP 3255 Participation in Local Decision Making
- IV.C.2.2 BOT minutes 10-22 - Vaccinations and Testing

IVC.3
- IV.C.3.1 Title V, Section 53000
- IV.C.3.2 BOT Minutes
- IV.C.3.3 Recruitment Survey

- IV.A.6.1 CEO Recruitment
- IV.C.3.4 Presidential Candidate Forum Announcement
- IV.C.3.5 BP 2431 CEO Selection
- IV.C.3.6 BP 2432 College President/CEO succession
- IV.C.3.7 BP 2435 Evaluation of College President/CEO
- IV.C.3.8 AP 2435 Evaluation of College President/CEO
- IV.C.3.9 CEO Evaluation Item 3.03

IVC.4
- IV.C.1.1 BP 2200 Board Duties and Responsibilities
- IV.C.4.1 BP 2435 Public Participation at Board Meetings
- IV.C.4.2 BP 2100 Board Elections
- IV.C.4.3 BOT Biographies
- IV.C.4.4 Citizen's Oversight Committee Bylaws
- IV.C.1.1 BP 2200 Board Duties and Responsibilities
- IV.C.4.5 BP 2715 Code of Ethics
- IV.C.4.6 AP 2715 Code of Ethics

IVC.5
- IV.C.1.1 BP 2200 Board Duties and Responsibilities
- IV.C.5.1 Excerpts from Advanced ISER Training
- IV.C.5.2 November 2022 BOT Accreditation Training
- IV.C.5.3 AS minutes 5.14.20
- I.A.1.3 PAC Approval of Mission, Vision, Values
- I.A.1.2 BOT Approval of Mission, Vision, Values
- I.A.3.1 BP 3250
- I.B.2.4 AP 4020 Program and Curriculum Development
- I.C.13.3 BOT Histotechnology Program Approval Resolution 22-09
- IV.C.5.4 DL BOT Report 11-4-20
- IV.C.5.5 BP 2315 Closed Sessions
- IV.B.1.7 BP 6100 Delegation of Authority
- I.A.3.8 BP 6200 Budget Preparation
- IV.C.1.5 BOT Minutes 3-12-22
- III.D.1.9 BP 6300 Fiscal Management
- III.D.10.4 Quarterly Financial Status Report
- III.D.1.10 BP 6250 Budget Management
- III.D.10.2 BOT approval Budget Change

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- II.C.8.8 BP-AP Website
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