

Trustee Candidate Information Session



June 2020

A Public Service

- Being a trustee is a public service—a gift of individual talent, experience, knowledge, energy and time.
- Trustees help ensure that colleges add value to their communities.
- Community colleges:
 - Take pride in providing access to higher education to all in an environment that supports and produces student learning.
 - Community colleges prepare students to pursue a baccalaureate degree, become a part of the highly skilled workforce, and contribute to civic leadership.
 - Most colleges also serve as economic development and cultural centers for their communities.

The Board Role

The role of the Board of Trustees is threefold:

- Create strong ties to the community, the better to represent community interests.
- Develop policies that establish the general direction of the college's programs and services, quality standards, and legal, ethical and prudent parameters for college operations.
- Monitor performance of the institution to ensure it is meeting current community needs and anticipating future trends.

Board Policy 2200

The Board is committed to fulfilling its responsibilities to:

- Represent the public interest
- Establish policies that define the institutional mission and set prudent, ethical and legal standards for college operations
- Hire and evaluate the Chief Executive Officer of the District
- Delegate power and authority to the chief executive to effectively lead the district
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Advocate and protect the district
- Conduct itself in a manner consistent with Accreditation Standards

The Trustee Role

As a member of the governing board, trustees:

- Contribute to the board's functioning as a team
- Bring ideas and maintain an open mind
- Seek to learn about and understand all interests in the community
- Promote the “public good” over single interests
- Learn about community colleges and governing responsibilities
- Adhere to the standards of practice and ethics adopted by the board
- Avoid conflicts of interest
- Advocate for the district in the community, state and federal government.

Code of Ethics/Standards of Practice

As outlined in Board Policy 2715, the Board maintains high standards of ethical conduct for its members. Each member of the Board is responsible to:

- Hold the educational welfare of the students of the District as his/her primary concern in all decisions and act only in the best interests of the entire community.
- Communicate the Board's interest in and respect for student accomplishments by attending student ceremonies and events.
- Ensure the District maintains equality of opportunity for all students regardless of race, creed, sex, religion, age, physical ability, national origin, or sexual orientation.
- Ensure a model atmosphere in which controversial issues can be presented fairly demonstrating respect and consideration for Board members, citizens, students and College staff.
- Respect others, act with civility, and use appropriate channels of communication.

Code of Ethics/Standards of Practice

- Confine Board action to policy determination, planning, evaluation and maintaining the fiscal stability of the District. Delegate authority for the execution of these items on a day-to-day basis to the Chief Executive Officer of the District.
- Conduct all District business in open public meetings, unless, in the judgment of the Board and only for those purposes permitted by law, it is appropriate to discuss District business in closed session. Maintain the confidentiality of privileged information discussed in closed session.
- Devote time, thought, energy, effort and ability to the Board of Trustees in order to render effective service for the betterment of the College.
- Work to be informed about the district, educational issues, responsibilities of trusteeship, and devote adequate time to board work.
- Be an advocate of the College in the community by encouraging support for and interest in College of the Canyons.

Code of Ethics/Standards of Practice

- Avoid situations which have or appear to have potential for personal gain and act honestly and openly at all times, preventing conflicts of interest and the perception of conflicts of interest.
- Remember that Board members have authority only when acting as a Board legally in session, or when acting in pursuance of specific instructions of the Board. Accept the concept that each Board member is only one member and can exercise authority only as a board.
- Hold the educational welfare of the students as the primary concern in all decisions and assure that opportunity for high quality education for all students regardless of sex, race, color, religion, ancestry, national origin or handicap.
- Recognize that the primary duty of the Board is to represent the entire community while maintaining an independent judgment unbiased by special interests or other politically active, narrowly focused groups.
- Comply with all Accreditation Standards and Board Policies.

Eligibility to serve as a trustee

You are eligible to run for election to the governing board if you are:

- A resident of the community college district.
 - You must be a resident of the area from which you will be elected.
- At least 18 years of age
- A California citizen
- A registered voter
- Not disqualified by other laws to hold public office

Ideal qualifications for trustees

In addition to the basic eligibility requirements, the best board members:

- Are committed to the value of education
- Reflect an attitude of community service
- Desire to improve the entire community in which they live
- Have an open mind
- Are optimistic about the future
- Love learning
- Seek knowledge about their trustee responsibilities.

What Being a Trustee is Not

- Trustees have no legal authority as an individual trustee; all power is through the board as a whole.
- Board decisions are influenced through persuasion, knowledge and wisdom.
 - Individual trustees do not direct college staff or programs.
- Being a trustee is not a paying job, although state law permits a stipend for board service.
- Trustees rarely have offices; staff support is for the board as a whole.

What Being a Trustee is Not

- Trustees should not use the board to focus on single interests or employee groups.
 - While those interests are important, trustees are there to represent the common public good.
- Conflict of interest laws prohibit trustees from using their positions to benefit themselves or relatives economically.
- The board is not a platform for individual campaigns for future public office.
- Trustees will earn a reputation for success if the college is an effective institution that contributes to the vitality and health of its community.

What You Will Need to Know

You need to know about your community.

- What are the different needs?
- Who are the different groups who should be served?
- What are the economic, social and demographic trends in the community that have implications for education?

What You Will Need to Know

You need to know about the college district.

- What are its mission and goals?
- What are the major issues facing the college?
- Are its educational programs meeting community needs?
- Is it a stable, growing organization with strong leadership?
- The information you need is available from various district publications and personnel.

What You Will Need to Know

You also need to know what it means to be a member of a governing board.

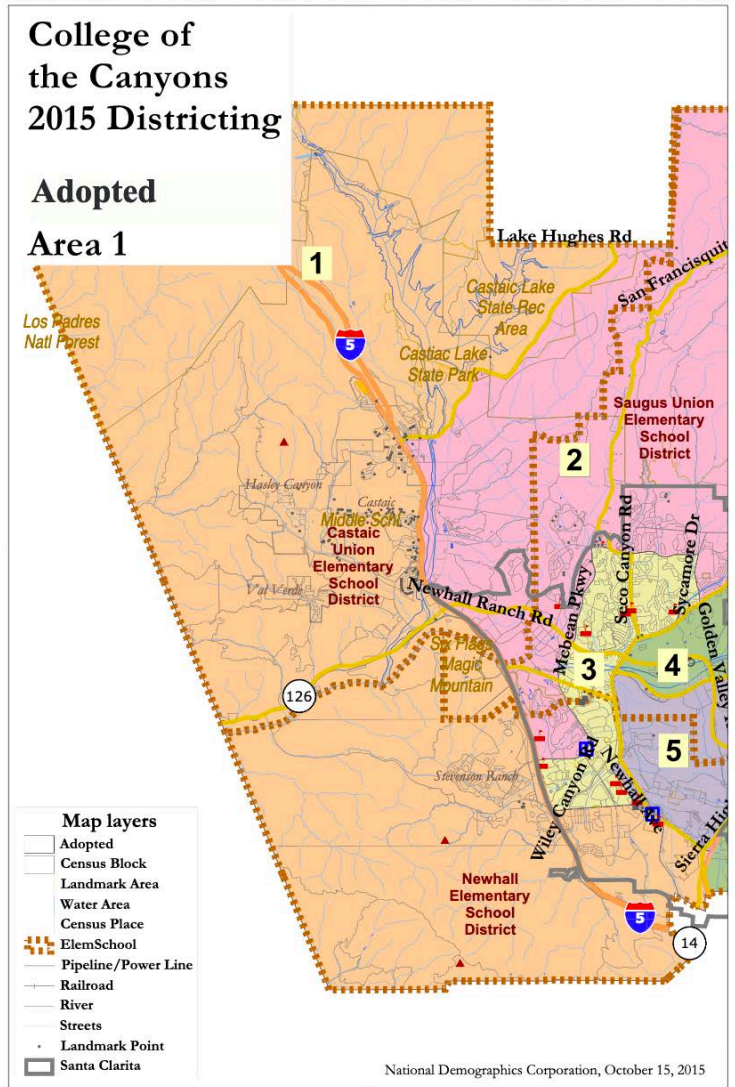
- What are your responsibilities?
- What standards of practice or ethics will you be asked to follow?
- How can you avoid conflicts of interest?
- All districts provide orientation to the governing board role. In addition, state and national associations, including the Community College League of California, offer many opportunities for trustee education.

Board of Trustee Areas

- Mr. Michael Berger represents Area 1, which will be on the November 2022 ballot.
- Dr. Edel Alonso represents Area 2, which will be on the November 2020 ballot.
- Mr. Steve Zimmer represents Area 3, which will be on the November 2020 ballot.
- Ms. Michele Jenkins represents Area 4, which will be on the November 2020 ballot.
- Ms. Joan MacGregor represents Area 5, which will be on the November 2022 ballot.

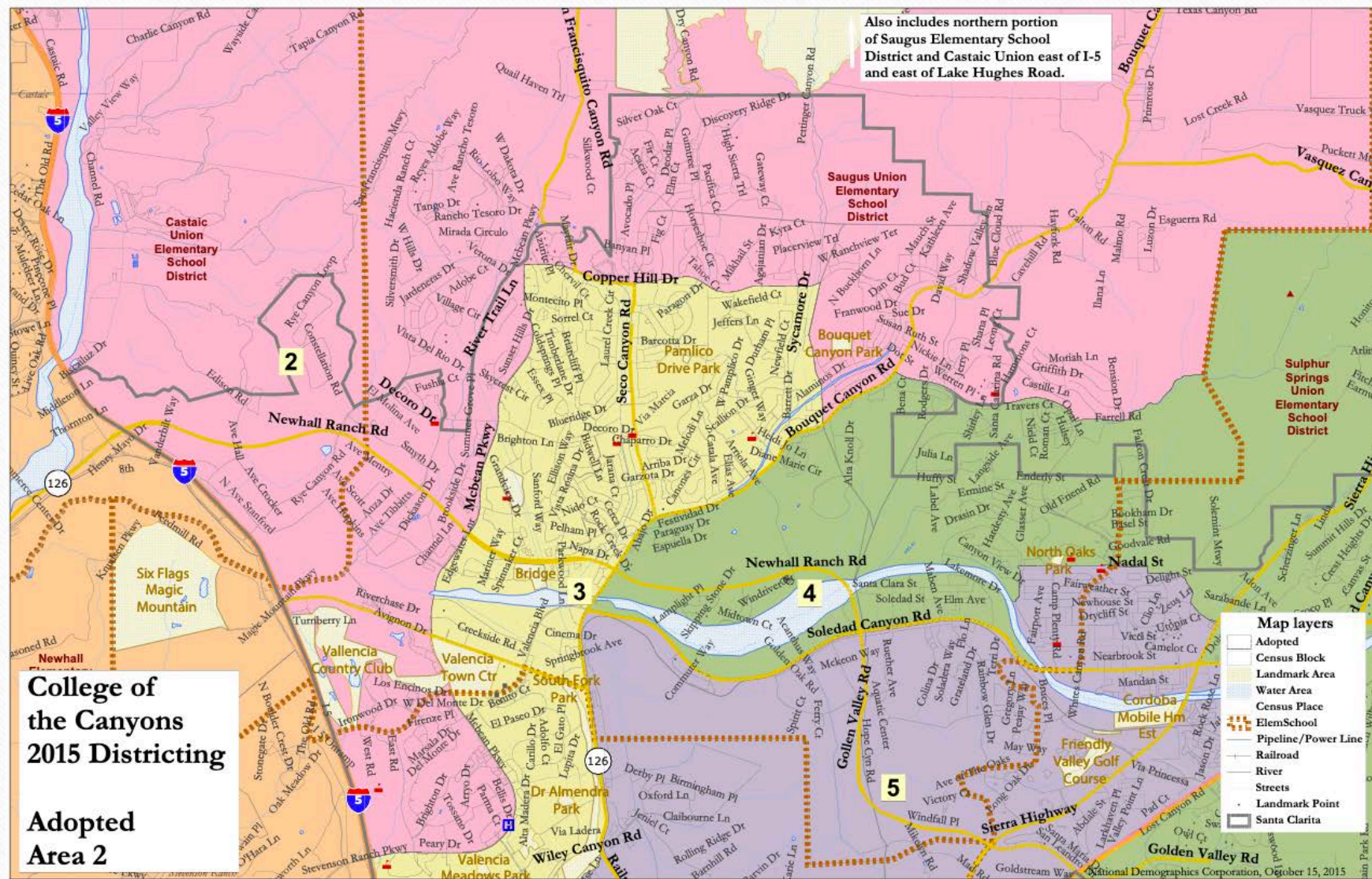
Note: Only voters who live in the given area vote for the candidates running in that Trustee Area.

Area 1

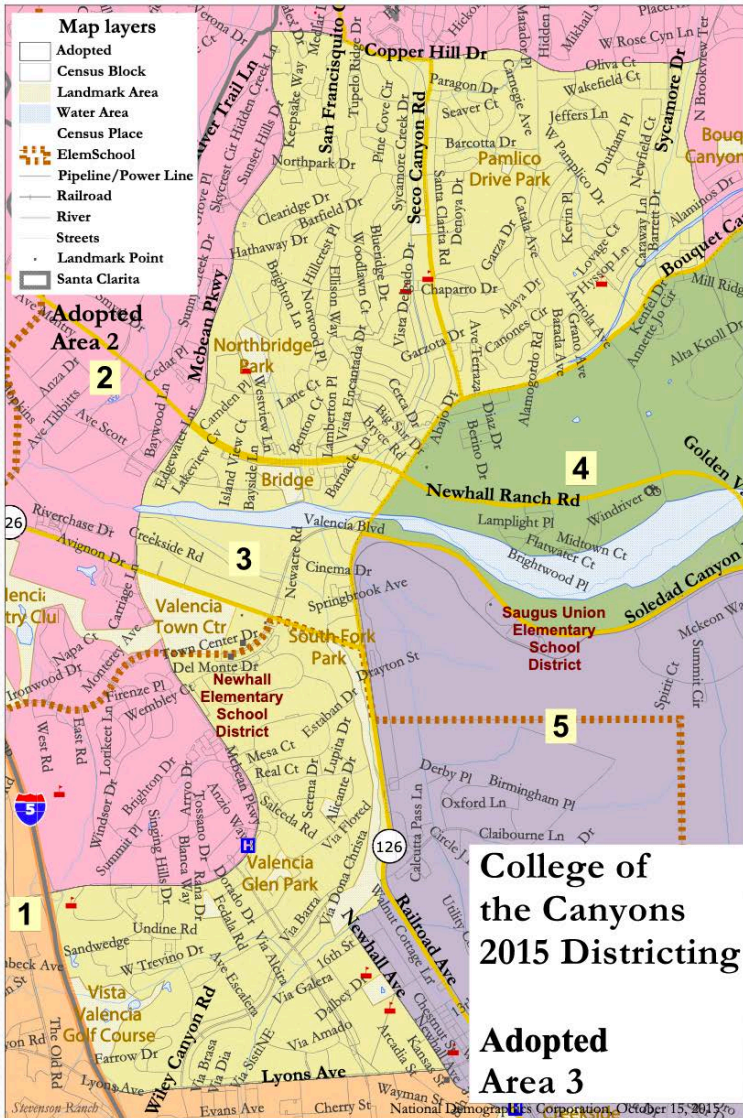


Area

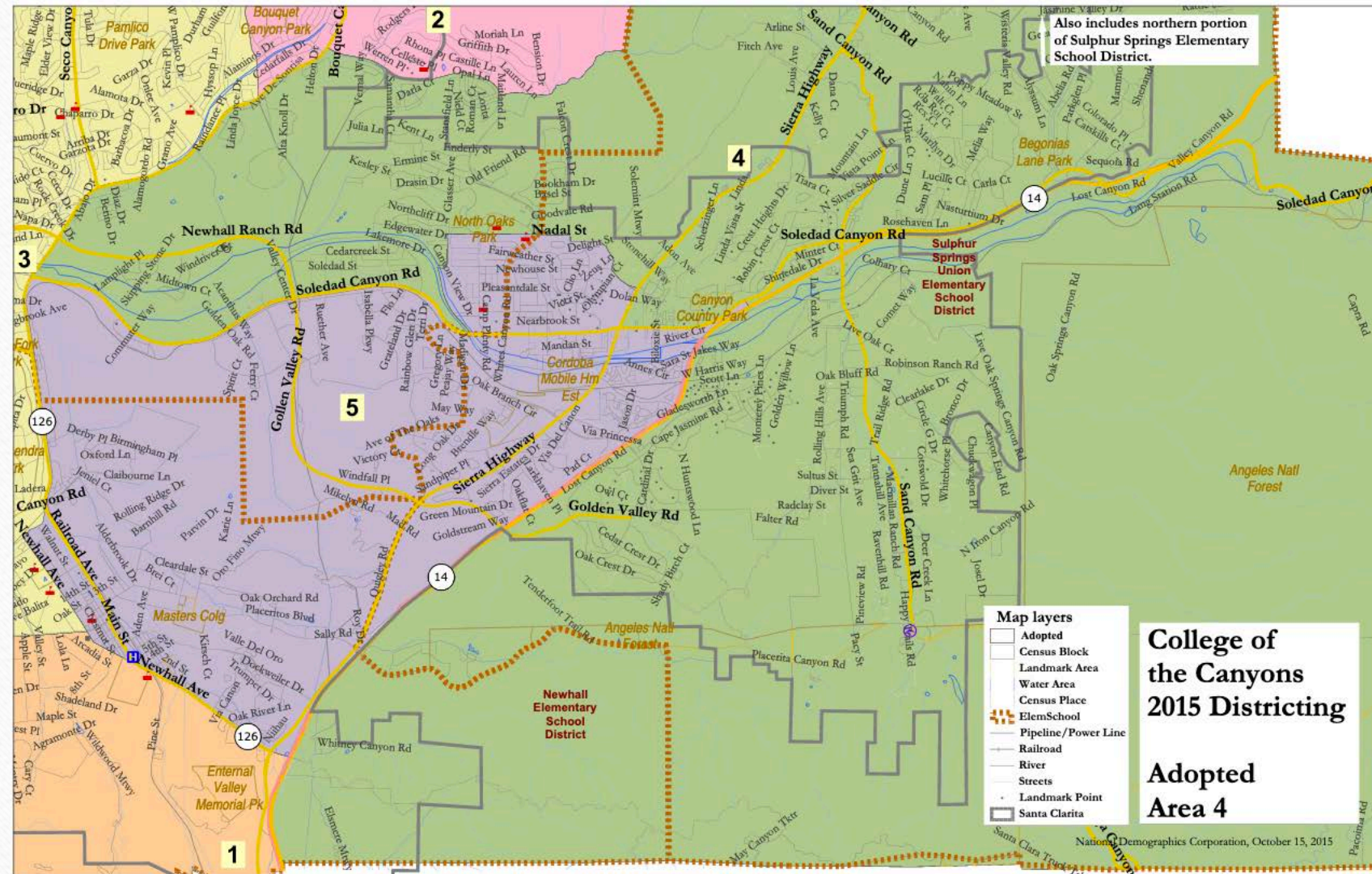
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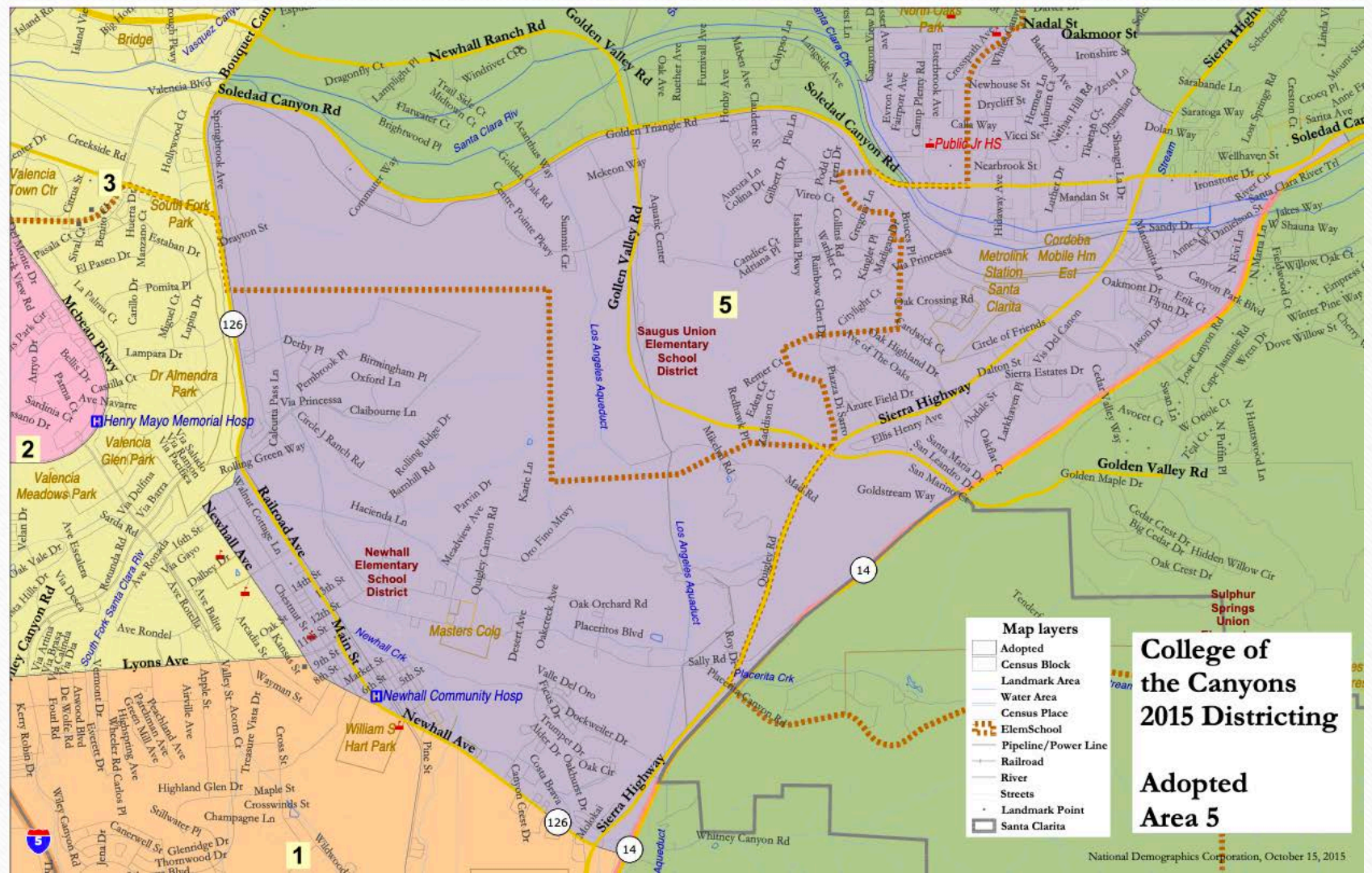
Area 3



Area 4



Area 5



Election Resources

- **Los Angeles County Registrar-Recorder County Clerk**
<https://www.lavote.net/home/voting-elections/candidate-measure-information/running-for-office>
- **Registrar's Candidate Handbook & Resource Guide**
https://www.lavote.net/docs/rrcc/Election-Info/11032020_Candidate_Handbook.pdf?v=4
- **SCCCD Board Policies**
<https://www.canyons.edu/administration/board/policies/index.php>
- **SDCCD Trustee Area Maps**
https://www.canyons.edu/_resources/documents/administration/board/SCCCD_Adopted.pdf

Questions

- Please email any questions to Mary Ramirez Marilu.Ramirez@canyons.edu
- We will reply to your question via email.
- All questions and answers will be posted to the website.