



ACCREDITATION EVIDENCE

Title: Board Policy 7620A: Board Self-Evaluation

Evidence Type: Clear

Date: 21 July 2021

WAN: 22-0174

Classification: Policy

PII: No

Redacted: No



BOARD SELF-EVALUATION

Reference: None

The Western Wyoming Community College Board of Trustees acknowledges its intention to establish and follow “best practices” in sound board governance. In order to fulfill its fiduciary responsibilities, the Board is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning.

The Board shall annually conduct a self-evaluation in order to give all Board members an opportunity to evaluate and discuss the Board’s performance with candor and from multiple perspectives. Criteria will include assessing progress on annual Board goals/tasks as well as performance on standard of board effectiveness.

The Board will continue to uphold principles of Board effectiveness, including but not limited to the following:

- The Board will document current expectations and guidelines for trustee integrity and ethical behavior.
- The Board will review previous year’s priorities and establish new priorities for assessment for current year.
- The Board will review the board meeting agendas and frequency of meetings to assure sufficient opportunity for productive discussion, including instituting periodic mini-retreats. An annual calendar of Board responsibilities and tasks will be developed.
- The Board will work with the President to refine the information and communication provided to the Board to assure that the focus is on policy-level issues and that the Board has the information necessary to monitor institutional effectiveness.

Adopted September 11, 2014

Revised July 21, 2021

BOARD SELF-EVALUATION

A Board Self-Evaluation sub-committee (comprised of the Board President, the Board Vice President, the Board Administrative Assistant and another Board member) shall review the self-evaluation template and goals. The sub-committee will review the Self-Assessment Instrument Bank to select 15-20 items that address:

- Effective Leadership
- Relationship Building
- Self-Awareness
- Contribution to Institutional Effectiveness
- Contribution to Student Success

The sub-committee shall work with the Board's administrative assistant to develop the tool so that the self-evaluation may be administered annually. At the Board's discretion, a board designee, with staff assistance, may coordinate the Board self-evaluation.

Copies of the evaluation instrument will be distributed to each Board member approximately four weeks before the scheduled self-evaluation. Board members shall complete the forms and return them to the Board President or board designee or the appointed staff member within two weeks of receipt of the form to be included in the tabulation.

Results will be tabulated and analyzed prior to the meeting and presented in a summary report to include composite scoring. The report will be shared with the Board for use in the Board Goal-setting Retreat. The individually completed surveys will also be preserved and presented to the Board. Written comments will be attributed to individual Board members to facilitate discussion. Input will also be gathered from executive staff, and shared in aggregated form during the evaluation.

The Board will discuss areas that are working well and those that need attention. The Board will then decide if changes in its governance practices and policies should be made going forward. This meeting will be held in accordance with the open meetings requirements and in a manner that is the most constructive and useful for the Board.

NOTE: A separate Board evaluation from each executive staff member shall be also be collected, analyzed and results shared with the Board.

Adopted July 21, 2021