

COLLEGE of CHARLESTON

OFFICIAL POLICY

2.1

Board Self-Evaluation Policy

8/9/18

Policy Statement

The Board shall conduct annually an evaluation of its performance as a governing and policy making body of the College of Charleston.

Policy Manager and Responsible Department or Office

- A. Board of Trustees
Audit and Governance Committee
- B. Office of Institutional Effectiveness and Strategic Planning (Dissemination, Analysis and Reporting of results)

Policy

The purpose of this policy is to assess and meet SACSCOC Governing Board Standard 4.2.g Board self-evaluation for the Principles of Accreditation: Foundations for Quality Enhancement.

The policy requires the Board of Trustees to conduct an annual self-evaluation of its performance as a governing and policy making body, in order to strengthen the Board's effectiveness.

The Audit and Governance is a standing committee of the Board of Trustees with the purpose of oversight. This committee is responsible for (vii) assessing the performance of the Board and its members. The Audit and Governance Committee shall be responsible for reviewing potential self-evaluation instruments every three years and recommending to the Board the instrument(s) and procedure(s) for conducting the self-evaluation, including, but not limited to, the use of anonymous surveys, on-line assessments, outside consultants and/or facilitators as appropriate.

The self-evaluation will assess the Board's performance in several categories, which may include, but not be limited to the expectations and responsibilities outlined in the Governance Guidelines, the Board By-laws, and the SACSCOC Governing Board standards 4.1, 4.2a, 4.2b, 4.2c, 4.2d, 4.2e, 4.2f, and 4.2g.

The Board will annually conduct the self-evaluation at the August meeting, and will review the results at the October meeting to identify any actions that the Board may take as a result of the self-evaluation.

The Board will also assess the orientation of new board members by administering an anonymous post-orientation survey to the newly elected members.

Departments/Offices Affected by the Policy

Board of Trustees

Procedures Related to the Policy

The form of self-evaluation shall be a survey based on examination of the issues that underlie SACSCOC Principles of Accreditation Section 4: Governing Board, the Board By-laws, and the Governance Guidelines.

A schedule for the evaluation process will be posted on the Board of Trustees website, consistent with the provisions of this Policy. The Board will also assess the orientation of new board members by administering a separate post-orientation anonymous survey to the newly elected members.

An anonymous survey will be taken by all the current Board of Trustees, who served the previous year, at the August meeting, and the tabulated results will be discussed and a written follow-up report will guide in ensuring the results will be used and any issues will be addressed, at the October meeting.

The results will be tabulated and analyzed by the office for Institutional Effectiveness and Strategic Planning (OIEP) prior to the October meeting and presented in a summary report to include composite scoring. The individually completed anonymous surveys will also be preserved and retained by OIEP pursuant to College of Charleston retention policies. Written comments will not be attributed to any individual Board members. The survey responses will not have any identifiable information in order to maintain confidentiality.

Related Policies, Documents or Forms

Governance Guidelines, Board By-laws, Section 59-130-10 of the Code of Laws of the State of South Carolina, and SACSCOC Principles of Accreditation: Foundations for Quality Enhancement- Section 4: Governing Board

Issue Date: 7/27/18 Date of Policy Revision: 7/27/18

Next Review Date: 10/27/2020

POLICY APPROVAL

(For use by the Office of the Board of Trustees or the Office of the President)

Policy Number: 2.1

President or
Chairman, Board of Trustees

David M. Hay

Date: 8-10-18

