

Meeting**Responsibility****JANUARY**

1	Establishment of non-resident tuition rates and student fees (action)	Hardash
1	Report on Governor's proposed budget	Hardash

FEBRUARY

1	Quarterly financial report (action)	Hardash
1	Quarterly investment report (information)	Hardash
2	Academic calendar (non-credit)	Didion
2	Board Planning Session – BP 2746 (District Goals)	Didion

MARCH

1	Probationary faculty contracts & tenure recommendations	Didion
1	March 15 letters (if needed)	Didion
1	Update on accreditation/self evaluation to board	Didion/Martinez/Vázquez
1	Major credit & noncredit curriculum revisions (report & action)	Martinez/Vázquez
1	Summer community services program approval (action)	Martinez/Vázquez

Meeting**Responsibility****APRIL**

1	Recognition of students	Martinez/Vázquez
1	Approval of district-wide goals	Didion
1	Budget assumptions (board adopts)	Hardash
1	Board nominates candidates for CCCT election (CA Community College Trustees – vote takes place between March 10 – April 25)	Rodríguez
2	Confirmation of AA degrees and certificates awarded in Fall (action)	Martinez/Vázquez

MAY

1	Student trustee (action)	Rodríguez
1	Resolution to transfer between funds to permit payment of obligations at the close of the fiscal year	Hardash
1	Quarterly financial report (action)	Hardash
1	Quarterly investment report (information)	Hardash
1	Biennial Trustee Election Resolution from OCDE (if election year)	Rodríguez
2	Tentative budget (action for public hearing)	Hardash
2	Summer session position authorization (faculty) (action)	Didion
2	Recognition of staff (classified)	Rodríguez/Martinez/Vázquez

Meeting**Responsibility****JUNE**

1	Management & classified holiday calendars (action)	Didion
1	Chancellor evaluation (closed session)	Rodríguez
1	Review administrative contract renewals	Didion
1	Coordinators and contract extensions	Didion
1	Seating of new student trustee	Didion
1	List of full-time faculty/department chair and coaching assignments	Didion
1	Interim salary schedules (if required) (action)	Didion
1	Renewal rates for medical/dental insurance (action)	Hardash/Didion
1	Tentative budget (action)	Hardash
1	Approval of new noncredit certificates	Martinez/Vázquez
1	Approval of new credit and noncredit courses	Martinez/Vázquez

JULY

1	Community services fall program approval (action)	Martinez/Vázquez
1	Statewide community college budget (report)	Hardash
1	Appointment of community rep to the OCCCLTF (ask board to suggest a rep)	Rodríguez
1	Five-year facility plan (action)	Hardash
1	IPP/FPP presentation	Hardash
1	Chancellor reminds board that Board Policy Committee needs to meet to recommend a self-evaluation instrument by the end of September (BP 2745)	Rodríguez

Meeting**Responsibility****AUGUST**

1	Facilities Master Plan	Hardash
1	Appointment of community rep to the OCCCLTF	Rodríguez
1	Facilities Master Plan (SAC/SCC)	Hardash
1	Introduction of new faculty at beginning of meeting	Didion

SEPTEMBER

1	RSCCD adult high school diploma grad list (information)	Martinez/Vázquez
1	update on accreditation/self evaluation to board	Didion/Martinez/Vázquez
1	Budget update on the final budget (information)	Hardash
1	Scheduling of public hearing on the final budget for September meeting	Hardash
1	Confirmation of AA degrees and certificates awarded in spring (action)	Martinez/Vázquez
1	Recognition of faculty	Martinez/Vázquez
2	Proposed final budget (public hearing and approval)	Hardash
2	Resolution establishing appropriations (GANN) limit (action)	Hardash

Meeting**Responsibility****OCTOBER**

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| 1 | Board approves self-evaluation instrument and Distribution list (BP 2745) | Didion |
| 1 | Board self-evaluation conducted no later than November | Rodríguez |
| 1 | Annual report to the board from the Bond Oversight Committee (Action – board “accepts” report) | Hardash |
| 2 | Board conducts annual self-evaluation meeting | Rodríguez |

NOVEMBER

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| 1 | Board reviews and discusses tabulated self-evaluation results | Rodríguez |
| 1 | Quarterly financial report (action) | Hardash |
| 1 | Quarterly investment report (information) | Hardash |
| 1 | Confirmation of AA degrees and certificates awarded in summer (action) | Martinez/Vázquez |
| 1 | Community services spring program approval (action) | Martinez/ Vázquez |
| 1 | Preliminary audit discussion (Cabinet member invited to attend fiscal/audit review committee meeting with auditors) | Hardash |
| 1 | Board President to solicit expressions of interest re service as president, VP, or clerk, and committee assignments | Rodríguez |
| 1 | Results of board self-evaluation no later than December | Rodríguez |

Meeting**Responsibility****DECEMBER**

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| 1 | Installation ceremony for newly-elected trustees (if applicable) | Rodríguez |
| 1 | Board organization (appointments to committees, etc.) | Board |
| 1 | Annual presentation of plaque to board president | Rodríguez |
| 1 | Approval of new credit and noncredit courses | Martinez/Vázquez |
| 1 | Audit report | Hardash |
| 1 | Foundation audit reports (information) | Martinez/Vázquez |
| 1 | Authorization of signatures – County payroll | Rodríguez |