

BOARD DEVELOPMENT**1267**

The Board of Trustees may determine periodically that it is necessary or desirable to hold Board development workshops or retreats. The following guidelines are to be used to facilitate this process.

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1. When the Board of Trustees decides to hold Board development workshops or retreats, the Board should publicly delineate the purpose and objectives of the desired Board development in an action item at a regular Board meeting.
2. A request for a proposal should be developed by an ad hoc committee of two trustees appointed by the Board President and sent to prospective consultants, facilitators, and Board development leaders.
3. The selection criteria shall include previous experience in working with Board, knowledge of community colleges, appropriate educational background, and expertise relevant to the workshop.
4. Competitive bids for the professional services of a consultant, facilitator, or workshop leader shall be solicited.
5. Upon receipt of the bids, the ad hoc committee will check the required references and conduct interviews, if deemed necessary.
6. Based upon the ad hoc committee's report, the Board will select the consultant, facilitator, or workshop leader.
7. Normally, the lowest bid will be accepted. Bid and qualifications will be reviewed.
8. Study workshops conducted by Cuesta College administrators, faculty, or staff for which no special compensation is received are not to be included in this process.
9. The Board President will have the ability to waive this policy for compelling legal, fiscal or organizational reasons.

(Revised: 9/3/03)
 (Approved: 12/8/99)