

<b>BOARD OF TRUSTEE ORIENTATION</b>	<b>1620</b>
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The Superintendent/President and the Board of Trustees shall assist each new member of the Board to understand the Board's functions, policies, and procedures before such member assumes office. Such assistance shall include, but shall not be limited to, providing written materials and invitations to attend Board meetings and/or conferences with the Superintendent/President.

Each new member of the Board will receive an orientation consisting of meetings with union representatives, faculty, staff, students, College managers and supervisors. Each new member will be invited to a campus tour, including an overview of major facilities and introduction to a variety of programs available to students.

The new member shall be encouraged to attend meetings on a regional and/or statewide basis held as training/information sessions by other organizations.

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The following is a suggested checklist of activities and reading materials to serve as a guide through the orientation process:\*

Orientation to Include Briefings with:

1. Current members of the Board of Trustees
2. Superintendent/President for information regarding the District
3. Assistant Superintendent/Vice President, Administrative Services regarding budget and facilities
4. Community College League of California (CCLC) Trustees Orientations and Legislation Conferences
5. Assistant Superintendent/Vice President Student Support regarding enrollment, South County Centers, and students
6. Assistant Superintendent/Vice President, Student Learning regarding educational programs
7. Director, Computer Services regarding information technology
8. Deans of Student Learning
9. Executive Dean, North County Campus
10. Cuesta College Foundation Board of Directions meeting
11. Associated Students Cuesta College (ASCC) and/or other students
12. Additional meetings, tours, briefings, as requested by the new trustee

Suggested Reading Materials to be Provided Will Include:

1. CCLC Trustee's Handbook
2. Brown Act and Manual of Ethics
3. Current budget
4. Current Educational and Facilities Master Plans
5. Current College Plan and End-of Year Report
6. Board Policies, particularly those related to the Board, governance, etc.
7. Cuesta College Federation of Teachers (CCFT) Bargaining Agreement
8. Cuesta College Classified United Employees (CCCUE) Bargaining Agreement
9. Recently adopted Board minutes and packets
10. A listing a relevant websites (i.e. Chancellor's Office Website, Cuesta College's Website, etc.)

\*District information to and meetings/tours with Board candidates prior to election may include some of the following.