

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH  
BOARD OF TRUSTEES  
POLICY & PROCEDURE MANUAL**

Subject: <b>SELF APPRAISAL</b>	Original Issue Date: May 24, 2013	Policy #: <b>300</b>
	Supersedes: May 24, 2013	Effective Date: August 19, 2016
Individuals / Committees Consulted: Administrative Committee	Reviewed & Approved by: Board of Trustees	Approved by:  President, Board of Trustees (signature on file)

**PURPOSE:**

To delineate the process for conducting periodic appraisal of Board of Trustees effectiveness in performing designated functions

**POLICY:**

The Board conducts a triennial/scheduled self appraisal of its performance and productivity

**PROCEDURE:**

The Board:

- Completes a scheduled self appraisal
- Assesses their performance and productivity by functional categories:
  - Organization and dynamics
  - Decision making process
  - Orientation and development
  - Relationship to the program
  - Goals, objectives, priorities
  - Member participation
  - Method for gaining information about the College
- Reviews the findings and develops improvement plans as indicated
- Evaluates the policy, procedure, and effectiveness of improvement plans.

The Research Director facilitates the Board self appraisal:

- Distributes Self Appraisal according to schedule
- Aggregates, tracks and trends findings
- Submits report to the Board
- Revises process and form as needed.

**PROCEDURE DOCUMENTATION:**

Self Appraisal Form  
Board of Trustees Self Appraisal Record Summary

**REFERENCES:**

ACCJC: WASC Standard IV.C. Leadership and Governance: Governing Board  
Board of Trustees Bylaws

**REVISION DATES:**

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**SELF APPRAISAL**

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