



RETREAT MEETING OF THE BOARD OF TRUSTEES

Monday, June 3, 2019

9:00 a.m. to 3:00 p.m.

Center for Business – Conference Room 101

610 North 4th Street

Burlington, Iowa

Meeting Minutes

1.0 Routine Items

1.1 Call to Order and Roll Call

Board Chair Fife-Lafrenz called the meeting to order at 9:00 am. Roll call indicated Trustees Janet Fife-Lafrenz, Lanny Hillyard, Jeff Heland, Moudy Nabulsi, and Chris Prellwitz were present. Also present were President Michael Ash, Secretary Darcy Adams, and guest retreat facilitator, Jennifer Horn-Frasier of Bluebird Sky Solutions.

1.2 Adoption of Formal Agenda

Trustee Hillyard moved that the tentative agenda be adopted. Trustee Fife-Lafrenz seconded. Motion carried with all trustees recorded as voting aye.

2.0 Retreat facilitated by Jennifer Horn-Frasier, Bluebird Sky Solutions (no action will be taken) - Enhancing the SCC Board of Trustees Effectiveness through Collaborative Communication

Retreat facilitator Jennifer Horn-Frasier welcomed everyone. The focus of the retreat is to enhance communication. Ms. Horn-Frasier led a number of discussions throughout the day. The retreat was structured around the following three objectives:

1. Team Building – Deepen the sense of team across the Board of Trustees and participating administrative members.
2. Productive Communication Practices: Reflect on the elements of effective communication, practice selected techniques, and develop a shared consensus about the practices that will best further the purposes of the Board and college.
3. Establish Preliminary Implementation Plan: Develop action steps for the group as a whole and for each individual to take toward implementing desired new communication practices.

Highlights from the retreat included:

1. Discussed four categories of communication:
 - Elements of Communication
 - Types of Communication
 - Uses for Communication
 - Four Styles of Communication and Identifying Preferred Style.
2. Reviewed the SCC Mission, Values, Vision statement and how it is utilized for decision-making and goal-setting.
3. Discussed what SCC has done and what processes were involved to accomplish them. Trustees were challenged to think about the question, “Why bother working on collaborative communication?”
4. Identified the main priorities or key issues for the constituents they represent and share with the rest of the group. As these were shared, the group discussed differing perspectives and items that stand out from these lists.
5. Reviewed four of the Board Policies with the group. The first two policies were for the Board’s responsibilities. Trustees were asked to discuss and identify responsibilities of the Board. The next two policies were related to the President’s Responsibilities. Those items were also discussed.

In conclusion, Ms. Horn-Frasier asked the group to consider a future in which the communication among the SCC Trustees and administration is more collaborative than transactional. Trustees discussed reviewing the Board Meeting Agenda for changes that would allow for more time in meetings to communicate collaboratively and more effectively. Ms. Horn-Frasier will be providing a summary of the retreat to the Board. The Board will discuss a plan for next steps upon receipt of her report.

All expressed thanks to Ms. Horn-Frasier for coming to present the retreat.

3.0 Adjournment

There was consensus that the meeting be adjourned at 3:06 p.m.

These minutes have been approved by the Board of Trustees and this is certified to be a true copy.



Darcy Adams
Board Secretary