



NWCCD Board of Trustees

Anticipated Key Monitoring Reports & Administrative Actions Schedule*

JULY

Public Hearing & Regular Board Mtg.	Final Budget Approval
	Expenditure Authority Resolution
	Resolution to Provide Income
	Expenditure Authority for Lease Payments (bonding)

AUGUST

Regular Board Meeting	Mission and Vision Review / Affirmation
	Overview of Title IX and Clery Act Report
	Student Satisfaction Inventory (SSI) (<i>even years</i>)
	Community College Survey of Student Engagement (CCSSE) (<i>odd years</i>)
Special Board Meeting	President & Board Evaluation Discussion

SEPTEMBER (*meeting location SCSD1 / SCSD3, rotating*)

Regular Board Meeting	Enrollment Report
	Housing Report

OCTOBER

Regular Board Mtg.	CVC Update (<i>even years</i>)
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NOVEMBER

Regular Board Mtg.	President contract (executive session)
Special Board Meeting	Oath of Office (<i>election years only by 12:00pm on December 1</i>)

DECEMBER

Board Work Session	Audit Report
Regular Board Meeting	District Audit Report Acceptance
	Foundation Audit Report
	Election of Board Officers



JANUARY

Board Work Session	Strategic Planning Update / Review
Regular Board Meeting	

FEBRUARY

Regular Board Meeting	Complaint Log Report
	Student Success Report

MARCH

Regular Board Meeting	Approval of bank(s) as Public Funds Depository
	President Recommends Faculty for Tenure
Following Regular Board Mtg.	Board, Pres., VP/CFO, Controller- Financial Disclosure Forms

APRIL

Regular Board Meeting	Preliminary budget approval (May 15 deadline per state statute)
	Composite Financial Indicator
	Academic and Holiday Calendar Approval
	Board Action Related to Faculty Tenure
Public Hearing, Regular Board Meeting (<i>even years</i>)	Approval of 1 Mill Levy for Next Two Fiscal Years
Public Hearing, Regular Board Meeting (<i>odd years</i>)	Approval of BOCHES ½ Mill Levy for Next Two Fiscal Years

MAY (*meeting location SCJC*)

Regular Board Meeting	Comprehensive Report on SCJC
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JUNE

Board Work Session	Budget Workshop
Regular Board Meeting	Approve Expenditures July 1 – 3 rd Wednesday of July
	Assessment of College Environment Survey
	Results Summary (<i>odd years</i>)

**NOTE: This schedule is subject to change according to business needs*

Effective Sept. 2018, Updated May 2023