

REGULAR ITEM (RESOLUTION 25-12-57)

December 11, 2025

Tab 6

2025-2026 State Board Self-Evaluation Framework

Brief Description

Each year, the Washington State Board for Community and Technical Colleges (SBCTC) conducts a self-evaluation to reflect on its performance and strengthen its governance practices. The self-evaluation is an opportunity for the Board to review how it fulfills its statutory responsibilities, advances the system's 2020–2030 Strategic Plan, and supports the Executive Director and system office.

For 2025–2026, the Board has identified several priority governance tasks that will serve as the focus of its self-evaluation:

- **Task 1: Onboarded new Executive Director**
 - Quarterly evaluation check-ins
 - Regular meetings with the Chair
 - Scheduled time/calls with other Board members throughout the year
- **Task 2: Onboarded new members**
 - New trustee orientation
 - Assignment of a Board “buddy”
 - Meetings between new members and the Chair
- **Task 3: Reviewed bylaws and created Board operating policy**
 - Systematic review of Board bylaws
 - Development of a Board limitations or Board conduct/operating policy document
- **Task 4: Reviewed monitoring reports/progress on strategic plan**
 - Regular review of monitoring reports and data aligned to the 2020–2030 Strategic Plan
- **Task 5: Enhanced communication between the State Board and the Executive Director**
 - Clarified roles for the Chair, Executive Committee, and Evaluation Committee
 - Regular check-ins and agenda reviews with the Executive Director

The attached resolution (Resolution 25-12-57) formalizes these focus areas as the Board's 2025–2026 self-evaluation framework and charges the Chair and Evaluation Committee with developing specific tools, timelines, and processes, as well as providing an annual summary of Board performance and recommended areas of focus for the next evaluation cycle.

Board discussion

During this agenda item, Board members will review and discuss the proposed framework, confirm that it reflects their priorities for 2025–2026, and suggest any adjustments needed before adoption.

Recommendation/preferred result

The executive committee recommends approval of Resolution 25-12-57.

Policy Manual Change Yes No

Prepared by: Martin Valadez, chair

STATE OF WASHINGTON STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES RESOLUTION 25-12-57

A resolution relating to the state board's self-evaluation.

WHEREAS, the State Board for Community and Technical Colleges provides leadership, coordination, and support to optimize the work of Washington's 34 community and technical colleges, including state-level planning, policy setting, and systemwide oversight (see [RCW 28B.50](#)); and

WHEREAS, the State Board's Strategic Plan articulates a shared vision and goals in the areas of equitable student success, agile, career-relevant learning, and institutional financial health, and the Board is committed to modeling continuous improvement in its own governance to advance these goals; and

WHEREAS, the State Board conducts an annual self-evaluation to reflect on its performance, strengthen its governance practices, and clarify its working relationship with the Executive Director and the system office; and

WHEREAS, at the August 2025 State Board meeting, the board engaged in a discussion on the policy governance model, identifying high-functioning characteristics, establishing working agreements and communication protocols, setting annual priorities with the Executive Director, and how the board would evaluate progress toward those goals; and

WHEREAS, for the 2025–2026 evaluation cycle, the State Board has identified key governance tasks as focal points for its self-evaluation, including:

1. Onboarding and supporting the Executive Director;
2. Onboarding new Board members;
3. Reviewing bylaws and establishing Board operating policies;
4. Reviewing monitoring reports on progress toward the Strategic Plan; and
5. Enhancing communication between the State Board and the Executive Director;

THEREFORE BE IT RESOLVED, for the 2025–2026 evaluation year, the State Board adopts the following self-evaluation framework:

1. **Onboarding and Support for the Executive Director**
 - a) Maintain quarterly Executive Director evaluation check-ins led by the Evaluation Committee.
 - b) Continue regular meetings between the Chair and Executive Director for agenda planning, strategic alignment, and ongoing feedback.
2. **Onboarding of New Board Members**
 - a) Working with the Executive Director, develop a structured new trustee orientation that includes the State Board's statutory role, strategic plan, and major system

initiatives.

- b) Assign a “buddy” from the Board to each new member to support their integration into Board culture and practice.
- c) Schedule meetings between each new member and the Chair within their first six months of service.

3. Board Bylaws and Operating Policies

- a) Working with the Executive Director, conduct a review of the Board’s bylaws to ensure alignment with current practice, statute, and the strategic plan.
- b) Develop and adopt a Board operating policy that clarifies roles, responsibilities, and governance–administration boundaries.
- c) Integrate updated governance documents into orientation materials for new Board members and make them accessible to system stakeholders.

4. Monitoring Reports and Strategic Plan Progress

- a) Working with the Executive Director, monitor progress toward the goals and objectives of the Strategic Plan on a quarterly basis.
- b) Utilize these monitoring reports and related data as tools in Board meetings and retreats to assess system performance, identify gaps, and shape Board advocacy and policy priorities.

5. Communication Between the State Board and the Executive Director

- a) Clarify and affirm the roles of the Chair, Executive Committee, and Evaluation Committee in providing feedback, guidance, and support to the Executive Director.
- b) Maintain regular check-ins and agenda-review meetings between the Chair (or designee) and the Executive Director.
- c) Include in Board retreats and the annual evaluation process a reflection on communication norms, information flow, and mutual expectations between the Board and the Executive Director.

BE IT FURTHER RESOLVED, that the Chair and Evaluation Committee are charged with providing an annual summary of Board performance at the August 2026 meeting.

APPROVED AND ADOPTED on December 11, 2025

Attest



Nate Humphrey, secretary



Martin Valadez, chair