

SOLANO COMMUNITY COLLEGE DISTRICT
(As approved by College Governance Council 12/14/16)

**SHARED GOVERNANCE PARTICIPATION IN
LOCAL DECISION MAKING**

Policy 2005

PROCEDURES:

The procedures to accompany the ~~Shared~~ **College** Governance Council, model and process are set forth below. These were developed by the Shared Governance Task Force which met between October, 1991, and March, 1992, and represented all constituent groups.

1. Responsibilities of the ~~Shared~~ **College** Governance Council

This is the group which will function as the ~~shared~~ **participatory** governance forum at Solano **Community College** and will forward recommendations to the Superintendent-President. The responsibilities of the Council include:

- a. Communicate with constituents
- b. Represent constituency opinions to the Council
- c. Develop consensus
- d. Serve as a clearinghouse for policy recommendations
- e. Define necessary parties to the decision process

2. Make-up of the ~~Shared~~ **College** Governance Council

Representatives to the Council will be appointed by the constituent groups and will serve at the pleasure of the group represented. The membership of the Council is as follows:

- 2 Minority Coalition
- 2 Faculty (**1 Academic Senate, 1 Solano College Faculty Association**)
- 2 Administration
- 2 Classified (**1 CSEA, 1 Local 39**)
- 2 Students **representing ASSC**

The Superintendent-President will serve as the facilitator. ~~and the Superintendent-President's Secretary will serve as staff support.~~ The Vice Presidents and Deans will serve as a resource to the Council and the Superintendent-President.

Each constituent group will designate an alternate for the academic year. The alternate will have a voting function and count toward quorum for the meeting.”

3. Operation of the ~~Shared~~ **College** Governance Council

- a. The Council will operate on a ~~consensus~~ **majority voting** basis.
- b. The Council will operate in accordance with the responsibilities set forth in #1 above and the model and processes as set forth in the policies.
- c. The Superintendent-President is the Board's designee and serves a dual role as the facilitator and the Board's designee.

- d. The ~~Shared College~~ Governance Council will determine the parties necessary for the discussion and the parties necessary for the decision for ~~shared~~ **participatory** governance items.

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4. "Reasonable Consideration"

Items brought before the ~~Shared College~~ Governance Council will be given "reasonable consideration" by the constituent groups. This is defined as the following:

- a. Input into policies at an early stage
- b. Adequate time to review and respond
- c. Response to concerns raised
- d. Commitment to reach closure
- e. "Reasonable consideration" does not necessarily mean agreement.

~~5. Shared Participatory Governance Process and Model~~

~~These are set forth in the procedures accompanying Board Policy 2005.~~

6. Shared Participatory Governance and the Academic Senate

~~As set forth in Board Policy 2005, the Board recognizes the Academic Senate as the body which represents the faculty in shared **participatory** governance in academic and professional matters, as set forth in Title 5 Section 53200 (c). For items 1-11, the Governing Board of Solano County Community College District will seek mutual agreement with the Senate until at such time the option of "rely primarily" may be explored.~~

Definitions (Ed. Code, § 70902; Title 5, § 53200):

- A. "Academic Senate" means the organization whose primary responsibility, as the representative of the faculty, is to make recommendations to the Solano Community College District Board of Trustees with respect to academic and professional matters.
- B. "Faculty" means those employees of the Solano Community College District who are employed in academic positions that are not designated as supervisory or management and for which minimum qualifications for hire are specified by the California Community Colleges Board of Governors.
- C. "Academic and professional matters" means the following policy development and implementation matters:
 - 1) Curriculum, including establishing prerequisites and placing courses within disciplines;
 - 2) Degree and certificate requirements;
 - 3) Grading policies;
 - 4) Educational program development;
 - 5) Standards or policies regarding student preparation and success;
 - 6) District/College(s) governance structures, as related to faculty roles;

- 7) Faculty roles and involvement in accreditation processes, including self-study and annual reports;
 - 8) Policies for faculty professional development activities;
 - 9) Processes for program review;
 - 10) Processes for institutional planning and budget development; and
 - 11) Other academic and professional matters as are mutually agreed upon between the Board of Trustees and the District Academic Senate.
- D. "Consult collegially" means the Board of Trustees shall adopt policies on academic and professional matters through either or both of the following methods, according to its own discretion:
- 1) Relying primarily upon the advice and judgment of the Academic Senate; or,
 - 2) Agreeing that the Board of Trustees, or designee, and the representatives of the Academic Senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the Board of Trustees effectuating such recommendations.

Recognition (Ed. Code § 70902, Title 5, § 53203, Policy 2005)

- A. The Board of Trustees notes and confirms the legislative intent to recognize the role of the Academic Senates in participatory governance to establish formal and effective procedures for participation in making recommendations on policies on academic and professional matters, including the purpose of making recommendations on developing educational policies and procedures in accordance with this Policy. The primary responsibility of the Academic Senate is to make recommendations to the Board of Trustees, or designee, with respect to academic and professional matters.
- B. The Board of Trustees, or designee, shall consult collegially with the Academic Senate when adopting policies and procedures on academic and professional matters. Formal recommendations from the Academic Senate shall be presented in writing to the Superintendent-President or in regular meeting reports to the Board of Trustees.
- C. In instances where the Board of Trustees elects to rely primarily upon the advice and judgment of the Academic Senate, the recommendations of the Academic Senate shall normally be accepted, and only in exceptional circumstances and for compelling reasons shall the recommendations not be accepted. If a recommendation is not accepted, the Board of Trustees, or designee, upon written request of the Academic Senate, shall promptly communicate its reasons in writing to the Academic Senate.
- D. In instances where the Board of Trustees elects to provide for mutual agreement with the Academic Senate, and agreement has not been reached, existing policy shall remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship. In cases where there is no existing policy, or in cases where the exposure to legal liability or substantial fiscal hardship requires existing policy to be changed, the Board of Trustees may act, after a good faith effort to reach agreement, but only for compelling legal, fiscal, or organizational reasons.
- E. On the following academic and professional matters, the Board of Trustees agrees to "rely primarily" on the District Academic Senate:
 - 1) Curriculum, including establishing prerequisites and placing courses within disciplines;
 - 2) Degree and certificate requirements;
 - 3) Grading policies;
 - 4) Standards or policies regarding student preparation and success;

- 5) Faculty roles and involvement in the accreditation process, including Self Study Reports and annual reports;
 - 6) Policies for faculty professional development activities; and,
 - 7) Processes for program review.
- F. On the following academic and professional matters, the Board of Trustees agrees to “reach mutual agreement:”
- 8) Educational program development;
 - 9) District/College(s) governance structures, as related to faculty roles;
 - 10) Processes for institutional planning and budget development; and,
 - 11) Other academic and professional matters as mutually agreed on by the Board of Trustees and the Academic Senate.
- G. The President of the Academic Senate shall have a recognized chair at all formal meetings of the Board of Trustees.
- H. To facilitate the consultation process, there shall be regularly scheduled meetings between representatives of the District Academic Senate and the designee of the Board of Trustees.

References:

Education Code Section 70902(b) (7);

Title 5 Sections 53200 et seq., 51023.5, and 51023.7;

ACCJC Accreditation Standards IV.A and IV.D.7

Governing Board Review _____

SHARED GOVERNANCE PROCESS

For

SHARED GOVERNANCE MODEL

General Initiation:

Requests for new or modified policies, as well as issues and concerns, will be initiated by the author through the Shared Governance Council facilitator. It is the role of the facilitator to determine whether the request is a collective bargaining, shared participatory governance or non-governance issue. This decision must be reviewed and approved by the Shared Governance Council. Before action is taken on any issue, adequate time must be provided and adequate information must be distributed so that all necessary parties to the decision can respond. The Shared Governance Council will make all reasonable effort to reach consensus on any policy prior to the presentation to the SCC Governing Board by the SCC President. The SCC President will inform the Shared Governance Council of the Board's action.

Academic Senate Initiation:

All shared participatory governance issues identified by the facilitator as Academic Senate items 1-11 are to be reviewed by the Shared Governance Council and will be communicated to all necessary parties. It is the responsibility of the Academic Senate to work with interested parties in the formulation of policies and procedures so that the final draft reflects all reasonable considerations. The final Academic Senate initiated policy will then pass through the Shared Governance Council to the SCC President to be mutually presented to the Governing Board (mutual agreement). In those cases where the Governing Board will rely primarily on the Academic Senate, the Academic Senate will present the policy to the Governing Board.

Students' Initiation:

All shared participatory governance issues identified by the facilitator as student items 1-10 are to be reviewed by the Shared Governance Council and will be communicated to all necessary parties. It is the responsibility of the ASSC to work with interested parties in the formulation of policies and procedures so that the final draft reflects all reasonable considerations. The final ASSC initiated policy will then pass through the Shared Governance Council to the SCC President to be presented to the Governing Board.