



AGENDA
College Governance Council
April 27, 2016
2-4 p.m.
Denis Honeychurch Boardroom, Room 626
4000 Suisun Valley Road
Fairfield, CA 94534

Voting Members:

Faculty

Michael Wyly, Academic Senate President
 Erin Farmer, SCFA President

Local 39

Jeff Lehfeltdt
 Richard Crapuchettes

Advisory Members

Dr. Leslie Minor, Vice President, Academic Affairs
 Yulian Ligioso, Vice President of Finance and Administration
 Gregory Brown, Vice President of Student Services
 Peter Cammish, Dean, Research, Planning, and Institutional Effectiveness
 Dr. Celia Esposito-Noy, Superintendent-President (Chair)

Minority Coalition

Tonmar Johnson
 Dr. Karen McCord

Students

Megan White
 Elisha Blue

CSEA

George Olgin (President)
 Tina Abbate

ALG

Dr. Shirley Lewis
 Christie Speck

ITEM	PURPOSE	TIME
1. Call to Order (a) Approval of Agenda (b) Approval of Minutes April 13, 2016 (c) PUBLIC COMMENTS	Action Action	2:00 p.m.
2. ASSC Bylaws Megan White	Information/Action	
3. Student Debt Prevention Proposal Megan White	Information/Action	
4. Brown Act Committees Discussion Shirley Lewis / All	Information/Action	
5. BP2005 & AP 2005 Participation in Local Decision Making All	Information/Action	
6. Other Business All	Information/Action	
Adjournment	Action	4:00 p.m.

ASSOCIATED STUDENTS of
SOLANO COMMUNITY COLLEGE
BYLAWS

Article I. Elected and Appointed

Section I. General Eligibility Requirements for Executive Board Officers, Student Trustee, and Legislative Advocate

- A. Executive officers shall be able to communicate oral and written ideas to others.
- B. Executive officers shall be enrolled at Solano Community College (SCC) in a minimum of 6 units at the time of filing to run for office, or at the time of their appointment, and for the duration of the time they served in their respective office.
- C. Executive officers shall have a minimum GPA of at least a 2.30 in all course work taken at Solano Community College at the time of filing to run for office, or at the time of their appointment, and for the duration of the time they serve their respective office.
- D. Executive officers shall have completed at least 6 units of course work at Solano Community College at the time of filing to run for office, or at the time of their appointment, and for the duration of the time they serve their respective office.
- E. Executive officers shall complete a minimum of 6 units in each semester that they hold office.
- F. The officers shall be elected by ballot to serve for one academic year or until their successors are elected, and the swearing in of new officials will take place at the end of the final spring semester meeting of the ASSC. Officers may be removed from office at the discretion of the membership as provided in the parliamentary authority. With the exception of Student trustee.
(See Board Policy 5505)

Section II. Specific Eligibility Requirements for Appointed Executive Board Officers

- A. For the Office of Executive Secretary:
 - 1. Completion of English 1 or an equivalent course with a grade of C or better.
 - 2. Knowledge of Microsoft Office and similar programs.
- B. For the Office of Treasurer:
 - 1. Experience and/or knowledge of accounting and/or bookkeeping principles.
- C. For the Office of Public Relations Officer:
 - 1. Experience in and knowledge of journalism, public relations, marketing, and photography.

Section III. Specific Eligibility Requirements for Student Senate Positions

- A. All Senators must be enrolled in a minimum of 6 units at SCC.
- B. All Senators must:
 - 1. Have knowledge of their respective positions for which they seek appointment. (See Article III, Section II)
 - 2. Have earned a minimum GPA of 2.0 for all, if any, course work taken at Solano Community College. (New students to SCC may serve one semester with no GPA. However, after that one semester, their GPA must be at least a 2.0 or it will result in their immediate removal.

- C. When the Selection Committee meets at the start of a semester or intersession period, all Senators are to be evaluated and reelected or dismissed as appropriate. Positions can be retained in intersession periods regardless of other eligibility requirements such as enrollment.

Section IV. Specific Requirements for Associate Position

- A. All Associates must be enrolled in a minimum of one class at SCC.
- B. Removal of an Associate is a simple majority vote of the ASSC Senate.

Article II. Selection Committee

Section I. The Selection Committee shall consist of the ASSC President (who shall chair the Selection Committee), the ASSC Vice President, Legislative Advocate, the Student Trustee, and the ASSC Advisor.

- A. The Selection Committee shall select and appoint the following positions:
Executive Secretary, Treasurer, and Public Relations Officer.

Section II. The Senate Selection Committee shall consist of the ASSC President (who shall chair the Senate Selection Committee), the ASSC Vice President, Legislative Advocate, the Student Trustee, the ASSC Advisor, and a former ASSC Senator, who has not applied for the Student Senate and who has been selected by both the ASSC Advisor and ASSC President.

- A. The Selection Committee shall select and appoint all Student Senators.

Section III. The Selection Committee may convene at any time throughout the year for the purpose of adding or removing ASSC Officers.

- A. Senators and Appointed Executive Board Members may be removed from office with a unanimous vote from the selection committee. The reasons must be clearly stated on a typed letter to the senate. All members of the Selection Committee need to be present. All members must sign the letter. The letter must be presented to the Senate for approval. A two-thirds vote is required to confirm the removal.
- B. Selected officers may only be removed through impeachment.

Article III: Duties of the ASSC Officers

Section I. The executive Board shall propose to the ASSC Student Senate new policy and changes. The Executive Board shall implement policy established by the Student Senate, coordinate the day-to-day business of the ASSC, and oversee ASSC finances. The duties of the Executive Board shall include, but are not limited to, the following:

- A. The ASSC President shall:
 - 1. Preside over all Student Senate and Executive Board meetings.
 - 2. Communicate any and all pertinent ASSC and SCC information and business to ASSC.
 - 3. Create and Abolish student committees of the ASSC; and appoint ASSC member to chair such committees.
 - 4. Serve as the ex-officio member of ASSC committees established by the Executive Board or Student Senate.
 - 5. Issue Official Statements and documents, which will be drafted by the Executive Secretary and approved by the Student Senate.
 - 6. Establish and recommend a budget to the ASSC Student Senate at the beginning of the fall semester, with the assistance of the Treasurer.
 - 7. Ensure that all members of the ASSC are properly trained and have a working knowledge of ASSC governing documents, parliamentary procedures, the Brown Act, and participatory governance. This will be the conjunction with any training set forth by the ASSC Advisor.
 - 8. Appoint students to serve on all committees that allow students.
- B. The ASSC Vice President shall:
 - 1. Assist the President in his/her duties as defined in Article III, Section I.A.1-8.
 - 2. In the absence of the President, preside over ASSC meetings, and represent the President in all other matters where the ASSC President usually represents the ASSC.
 - 3. Chair the Inter-Club Council (ICC), the Funding Request Committee, and any other such committee formed by the ICC.
 - 4. Perform duties as outlined in the ICC Constitution. (See Article VI, Section I)
- C. The ASSC Executive Secretary shall:
 - 1. Take the minutes of all ASSC meetings and post the minutes by the Friday morning following the ASSC meeting.
 - 2. Prepare the agendas of all ASSC meetings and post agendas by 12:30 pm on the Thursday prior to the ASSC meeting, in accordance with the Brown Act.
 - 3. Maintain a file of all pertinent records and materials of ASSC. Hard copies are to be provided to the Student Life Office. Virtual copies are to be stored on the ASSC Shared Drive and uploaded to the ASSC website.
 - 4. Be responsible for drafting, maintaining, and copying all ASSC correspondence, official statements, and documents.
- D. The ASSC Treasurer shall:
 - 1. Maintain financial control of ASSC finances within the ASSC-approved annual budget and in accordance with appropriate college accounting policies and procedures.
 - 2. Make authorized expenditures; maintain a file copy in the Student Life Office and keep on file for two years.
 - 3. Provide an accounting of all revenues, expenditures, and general donations to the ASSC Student Senate on a monthly basis.
 - 4. At the end of the spring semester, the ASSC Treasurer shall prepare the provisional budget using the current year's actual to be presented to the ASSC Senate allowing enough time for review, and approval prior to the final ASSC meeting of the year.

- E. The ASSC Public Relations Officer shall:
 - 1. Work with the Executive Board and the College to establish effective communication on behalf of the SCC students.
 - 2. Devote a minimum of 2 hours a week to campus communication including input to the ASSC *Newsletter*. The ASSC *Newsletter* is maintained and published by the Student Life Office.
 - 3. Obtain prior approval from the ASSC President and ASSC Advisor before disseminating or distributing publicity (such as press releases, flyers, and posters) and other public relations materials promoting ASSC and ICC activities.
- F. The ASSC Legislative Advocate shall:
 - 1. Report on the federal and state legislative affairs affecting students and the college.
 - 2. Represent SCC at national, statewide, and regional student meetings.
 - 3. Serve as the chairperson of the Political Activities Committee.
- G. The ASSC Student Trustee shall:
 - 1. Attend all SCC District Governing Board Meetings.
 - 2. Attend all ASSC Student Senate and Executive Board meetings to report on the activities of the Governing Board.
 - 3. Assist the Governing Board Representative and the ASSC Secretary in maintaining a record of the SCC Governing Board proceedings.
- H. All ASSC Executive Board Officers shall:
 - 1. Attend the meetings pertinent to their positions and Executive Board meetings; attendance is mandatory for all officers. If unable to attend, the officer shall notify the ASSC Advisor, the ASSC President, and the ASSC Secretary at least 24 hours in advance. Three or more unexcused absences may be grounds for impeachment, at the discretion of the ASSC Advisor and the remaining members of the Executive Board. This pertains to the regularly scheduled meetings and is not subjected to emergency meetings or unofficial meetings.
 - 2. Be available at least 5 hours a week in the ASSC Workroom for appointments and other ASSC related work.

Section II. The ASSC Student Senate shall propose and establish policy for the ASSC; oversee the general operation of the ASSC; exhibit leadership by example and encourage academic excellence; and participate in the development, augmentation, and improvement of the academic program. The duties of the Senators shall include, but are not limited to, the following:

- A. Representing SCC students at all levels of participatory governance, including campus-wide committees, the Governing Board, student forums, taskforces, and hiring committees.
- B. Attending all ASSC meetings and all assigned committee meetings. Absences must be reported 24 hours in advance to the ASSC Advisor, the ASSC President, and the ASSC Secretary. Three or more unexcused absences may be grounds for impeachment, at the discretion of the ASSC Advisor and the ASSC Executive Board. This pertains to the regularly scheduled meetings and is not subject to emergency meetings or unofficial meetings.
- C. Being available at least 3 hours a week to participate in ASSC-related activities. These hours do not include the regular ASSC weekly meeting or the 5 Workroom hours.
- D. Maintaining an ASSC bulletin board at SCC.

- E. The Governing Board Senator shall:
 - 1. Attend SCC District Governing Board meetings and report on ASSC. If unable to attend, the Governing Board Senator shall request that the Student Trustee give such reports.
 - 2. Report to the Student Senate the activities of the Governing Board as they pertain to the welfare, concern, and morale of the students and ASSC at SCC.
- F. The Academic and Vocational Curriculum Senators shall:
 - 1. Attend the SCC Curriculum Committee meeting.
 - 2. Report to the ASSC Student Senate the activities of the SCC Curriculum Committee.
 - 3. Accept student body opinions on the SCC curriculum and report findings to the ASSC Students Senate and the SCC Curriculum Committee.
- G. The Diversity Affairs Senator shall:
 - 1. Attend the SCC Equity and Inclusion Advisory Council and Student Equity Committee meetings.
 - 2. Report to the ASSC Student Senate the activities of both committees.
 - 3. Accept student body concerns involving illegal discrimination and harassment and forward these concerns to the appropriate agencies on campus.
- H. The Student Services Senator shall:
 - 1. Attend any meetings of the SCC Student Services division requiring a student member, unless the ASSC President has appointed another student representative.
 - 2. Report to the ASSC Student Senate the activities within the Student Services division.
 - 3. Chair the spring ASSC Election Committee, unless participating as a candidate in the election.
- I. The Business Services Senator Shall:
 - 1. Attend any meetings in the Administrative and Business Services division, including
 - 2. Report to the ASSC Student Senate the activities within the Business Services division.
 - 3. Meet with potential and existing contract representatives along with the ASSC President and ASSC Advisor. Make appropriate recommendations and give reports from such meetings with contractors to the ASSC Student Senate.
- J. Academic Division Senators shall:
 - 1. Meet with their respective division chairs on a regular basis. The meeting should occur when the division chairs hold office hours and be a regularly scheduled meeting.
 - 2. Report to the ASSC Student Senate the activities within their respective divisions.
 - 3. Accept from the Student Body concerns about their respective divisions and share such concerns with the division Chair and /or committees.
 - 4. All Senators shall be available to chair committees of the ASSC, as well as be able to participate with such committees. This also includes in the helping of such committees work and programs. And attend any such meetings as required, to include the SCC Governing Board meetings for presentation.

Section III. Duties of the ASSC Associates shall include, but are not limited to, the following:

- A. Taking part in discussion in all meetings of the ASSC Senate.
- B. Serving on on-campus Committees.
- C. Fulfilling duties charged to them by the ASSC Senate or Executive Board.
 - 1. Charges are to be given during appointment or at such a time as their current charge is no longer valid.
 - 2. Charges can be overturned with a simple majority vote.

Article IV. Standing Committees

Section I. Select Interim Committee

- A. In the case that there is no ASSC President/Vice President elected through a general election before spring semester final exams, the Student Senate shall appoint a committee to conduct elections.
- B. The Select Interim Committee shall consist of at least 5 members of the ASSC and the ASSC Advisor. If a Student Trustee and Legislative Advocate are elected in the spring, they shall serve as committee members until such time the elections are held and a President/Vice President are elected. The Senate shall appoint the Committee Chair during the spring semester.
- C. The Select Interim Committee must hold elections during the first full month of the fall semester according to the guidelines in the ASSC Election Code.
- D. The Select Interim Committee shall have the power to conduct business on behalf of the Associated Students of Solano College, provided that the ASSC Advisor deems business necessary, ongoing, and pertinent. The first priority of the committee is to conduct elections. The Advisor will handle all other business of the ASSC until such time a President/Vice President is elected.
- E. The Select Interim Committee shall collect applications for positions on the ASSC Student Senate and Executive Board.
- F. The Committee may not create a new budget. However, if there is a Student Trustee and Legislative Advocate on the Committee, the Committee may create a new Budget with the assistance of the Advisor.

Section II. The ASSC Political Activities Committee shall:

- A. Be chaired by the Legislative Advocate.
- B. Monitor and research federal and state legislative affairs affecting students and the college.
- C. Coordinate student voter registration activities at the college.
- D. Solicit from the student membership political concerns and forward them to the appropriate channels, and collaborate with other political organizations to host approved political activities.

Section III. The Sports Promotion Committee shall:

- A. Be chaired by the ASSC Health and Kinesiology Senator. The chair shall work with the School of Health Science Dean/Athletic Director and SCC athletics teams in promoting all SCC sporting events.
- B. Conduct on-campus advertising of Inter-Collegiate sporting events involving SCC athletics teams.

Section IV. The Inter-Club Council (ICC) shall:

- A. Be chaired by the ASSC Vice President.
- B. Consist of representatives of each of the approved SCC clubs.
- C. Be governed by the ICC Constitution.

Section V. The Funding Request Committee shall:

- A. Be chaired by the ASSC Vice President.
- B. Recommend funding for petitioning clubs based on the guidelines set by the ASSC and the ICC Constitution.

Section VI. The ASSC Activities Committee shall:

- A. Be co-chaired by the ASSC Vice-President and Public Relations Officer.
- B. Develop written proposals, including an itemized budget, for student activities to be approved by the ASSC.
- C. Implement student activities in conjunction with the ASSC Executive Board and Student Senate.

Section VII. The ASSC Procedural Review Committee shall:

- A. ASSC will appoint a chair from among the ASSC Senators or Executive Board Officers.
- B. The Procedural Review Committee shall conduct any recall and impeachment proceedings of elected/appointed officers and Senators.
- C. The Procedural Review Committee shall examine whether activities of the ASSC are conducted contrary to the ASSC Constitution, Bylaws, Election Code, ICC Constitution, and applicable governing documents, and shall alert the Executive Board, Student Senate, and/or ASSC Advisor or any inappropriate procedure or actions.

Section VIII. Any Member of the ASSC may participate in a standing committee, unless otherwise specifically prohibited by the ASSC Bylaws. The President, with Student Senate approval, may limit membership and qualifications for ASSC committees. Any ASSC member, who meets the minimum qualifications set for Student Senators and meets the qualifications set by the Bylaws, can serve as committee chair.

Article V. Additional Documents

Section I. Financial Document

- A. The ASSC maintain a document that provides additional rules for expenditures.
- B. The Financial Policies document requires the same vote as bylaws to amend.

Section II. Record of Action

- A. All Actions taken by the ASSC and its committees are to be kept in a folder in the Student Life Office labeled "Record of Action"

Section III. Standing Rules

- A. All Standing Rules are to be typed up and displayed wherever the Student Senate holds a meeting.

Section IV. Parliamentary Authority

- A. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the ASSC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the ASSC may adopt.

Approved: May 24, 1994

Revised: January 20, 2000

Revised: September 9, 2014

Revised: April 15, 2016

Proposal

ASSC Policy Proposal

The ASSC created the Student Debt Prevention Committee to create policies and procedures to recommend to the Financial Aid Office to assist with the prevention of student debt. Here is the policy recommendation made to the ASSC:

1. Approve – For new students, SCC should offer Mandatory training for first time students with regard to Financial Aid assistance.
 - A. In-person seminars for financial aid programs to inform first time students of the available options. There shall be two seminars offered: one prior to the start of classes and one after the start of the semester. There shall be a training, to be offered via video online for students who cannot make a physical seminar, via periscope, skype, or any live video chat.
 - B. There shall be a “test” for each student to take at the completion of the seminar. If not completed during the seminar, the “test” will be made available at the Financial Aid online page for 3 days to allow student completion.
 - C. If student does not complete both parts: seminar and test, then they must meet with a financial aid counselor to see about limited hold activity.
2. Approve - In regard to “returning” students, SCC should offer students the opportunity to set up a monthly payment plan or deductions made through direct deposit.
3. Approve - A Financial Aid counselor meeting shall become available for debt consultation prior to having the enrollment hold lifted. This meeting should review payment options and programs available to pay off school debts, such as the Public Service Loan Forgiveness or the Obama Student Loan Forgiveness Program. After two semesters, this meeting should become mandatory to which, until the student attends he/she cannot have their enrollment hold lifted.
4. Approve - In order to have an enrollment hold lifted after two semesters of non-payment (or partial payment), a co-signer of the debt will be another option.

Student Debt Prevention Committee

Seth Cepeda, Chair	Dayanna Reyes, Senator	Benjamin Carver, Student
Nathan Preszler, Senator	Faraj Al-Badani, Senator	Jonathan Godinez, Student
Stephanie Gittens, PRO	Jennifer Dominguez, Student	Jazmyn Passama, Student

DRAFT

SOLANO COLLEGE COMMITTEES

SUBJECT TO THE BROWN ACT

The Brown Act applies to the legislative bodies of local agencies, including the

- Solano Community College Board of Trustees
- Standing Committees created by the Board with Board membership
- Standing Committees created by the Board with a definite, ongoing charge (either decision-making or advisory) or has a regular meeting set by the Board, regardless of Board membership

Standing committees of the board, irrespective of their composition, which either have (1) continuing subject matter jurisdiction, or (2) a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body, are subject to the Brown Act.

The following are subordinate creations of our local Board of Trustees (recognized by Board policies) and are subject to the Brown Act:

- Academic Senate, including the following subcommittees
 - Curriculum Committee (see Title 5 Sec. 55002)
 - Distance Education Committee
 - Basic Skills Initiative (BSI) Committee
 - Faculty Development Committee
 - Assessment Committee
 - Academic Program Review Committee
- Associated Students of Solano College and Recognized Student Organizations
- College Governance Council
- Finance Committee
- Bond Oversight Committee

SOLANO COMMUNITY COLLEGE DISTRICT

~~SHARED GOVERNANCE PARTICIPATION IN~~ LOCAL DECISION MAKING

Policy 2005

POLICY: The Governing Board endorses the concept of ~~shared~~ **participatory** governance as a fundamental policy of the College.

~~Shared governance~~ **Participatory governance** is defined as the collaborative participation of appropriate members of the College in planning for the future and in developing policies, procedures and recommendations under which the College is governed and administered.

~~Each constituency of the College which has responsibility and expertise in a particular area participates in the development of policies and procedures relating to that area. It is the responsibility and obligation of members of the faculty, staff, administration, students and Board to participate in the collegial process.~~

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent-President action under which the District is governed and administered.

The District committees shall be structured to include representation by College faculty, staff, administration and students, when matters being considered are within their purview.

Each of the following shall participate as required by law in the decision-making processes of the District:

~~The **Governing** Board recognizes the Academic Senate as the body which represents the faculty in shared governance participatory relating to academic and professional matters as set forth in Title 5, Section 53200 (c) (1-11). The Board acknowledges the role of the Academic Senate in consulting collegially on the above matters as set~~

~~forth in Title 5, Section 53203 (a-f).~~

Academic Senate (Title 5 Sections 53200-53206)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.

The Board recognizes and endorses the rights and responsibilities assigned to the Academic Senate as delineated by state statutes regarding matters to include affirmative action, hiring, minimum qualifications, equivalencies, peer review, tenure review, dismissal, faculty service areas, administrator evaluations and administrator retreat rights and the specific rights assigned to the administration, staff, and students as delineated by the statute, notwithstanding Section 53204 of Title 5:

Nothing in this subchapter shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiated agreements between collective bargaining representatives and district governing boards. It is the intent of the Board of Governors to respect agreements between academic senates and collective bargaining representatives as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to academic senates pursuant to these regulations.

~~The Board recognizes that policies and procedures that have or will have a significant effect on students includes the items enumerated in Title 5, Section 51023.7 (b) (1-10).~~

Students (Title 5 Section 51023.7)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

The Board recognizes the Associated Students of Solano College (ASSC) as the body which represents the students in shared governance participatory governance. The Board recognizes and endorses the rights and responsibilities of the Associated Students of Solano College (ASSC) to offer opinions and to make recommendations to the administration of the College and to the Board with regard to policies and procedures that have or will have a significant effect on students. This right includes the opportunity to participate in the formulation and development of recommendations to the Board regarding such policies. The Associated Students of Solano College (ASSC) shall maintain the right to appear before the Board to present their recommendations and positions. These recommendations and positions developed by the students shall be give every reasonable consideration. Education Code, Section 76060.

Staff (Title 5 Section 51023.5)

Staff shall be provided with opportunities to participate in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the classified staff as represented by their bargaining units will be given every reasonable consideration.

The Board recognizes and endorses the rights and responsibilities assigned to District administration by state statutes to participate in the formulation and development of District policies and procedures Education Code Section 87002 (a), (b), (c).

The Board recognizes and endorses the rights and responsibilities of the faculty, staff, administration, students, and Minority Coalition to participate, through the ~~Shared~~ **College** Governance Council, in the formulation and development of District and College policies and procedures, and in those processes for jointly developing recommendations for action by the Board, that the Board reasonably determines have, or will have, a significant effect on all segments of the College community. The recommendations and opinions developed by the ~~Shared~~ **College** Governance Council shall be given every reasonable consideration.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540 et seq.

Note:-Definitions:

Section 53200 (d) defines “consult collegially,” “primarily rely,” and “mutually agree” as follows:

“Consult collegially” means that the district governing board shall develop 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 district governing board, or such representatives as it may designate, and the representatives of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

(The above was submitted by Michael Wyly)

“Staff” is defined as classified staff members of recognized bargaining units.

“Administration” is defined as members of the Management Team including educational administrators, classified administrators, supervisory and confidential employees.

“Reasonable consideration” is defined as input into policies at an early stage; adequate time to review and respond; response to concerns raised; commitment to reach closure. “Reasonable consideration” does not necessarily mean agreement.

REFERENCES/ AUTHORITY:

Ref: Title 5, Academic Senate, Sections 53200-53204; Students, Section 51023.7; Staff, Section 51023.5

Shared Governance Policy Paragraph 6 References:

~~The Board recognizes and endorses the rights and responsibilities assigned to the Academic Senate by state statutes and District policies regarding personnel matters to include:~~

~~affirmative action, Education Code Section 87663 (d) hiring, Education Code Section 87360 (b), (administrators AB 1725 Section 4 (u) (1) page 21) minimum qualifications, Education Code Section 87356 (faculty and administrators) equivalencies, Education Code Section 87359 peer review, Education Code Section 87663 (c-h) tenure review, Education Code Section 87610 & 87610.1 (a), (b) faculty service areas, Education Code Section 87743-87743.5 administrator evaluations, Education Code Section 87663 (i) administrator retreat rights, Education Code Section 87454-87458 notwithstanding Section 53204 of Title 5 of the California Code of Regulations~~

Education Code Section 70902(b) (7);

Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and 51023.7 (Students);

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

ADOPTED: April 1, 1992

REVISED: February 21, 2007; _____

SOLANO COMMUNITY COLLEGE DISTRICT

~~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
- 2 Administration
- 2 Classified
- 2 Students

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

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.

~~SHARED GOVERNANCE PARTICIPATION IN~~ LOCAL DECISION MAKING

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.

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 March 5, 2019, _____

SHARED PARTICIPATORY GOVERNANCE PROCESS
For
SHARED PARTICIPATORY 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 **College** 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~~ **College** 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~~ **College** 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~~ **College** 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~~ **College** 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~~ **College** 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~~ **College** 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~~ **College** Governance Council to the SCC President to be presented to the Governing Board.