Designing and Documenting a Clear Process for Decision-Making at MJC
2nd Planning Discussion

April 4, 2012

Summary:

The workgroup reviewed and agreed on the “Definition of participatory Governance” as presented at the Academic Senate & California Community Colleges Technical Assistance Workshop:

“Participating effectively in district and college governance is shared involvement in the decision-making process.

- “It does not imply total agreement;
- “The same level of involvement by all is not required; and
- “Final decisions rest with the board or designee”

The group added this statement to the above definition:
- The most reliable information is provided to guarantee transparency and stimulate participation.

The workgroup reviewed and agreed upon the 10+1 purview of faculty as shared at the Academic Senate & California Community Colleges Technical Assistance Workshop:

“Academic and professional matters means the following policy development and implementation matters:

Primarily Rely:

- Degree and certificate requirements
- Curriculum, including establishing prerequisites and placing courses within disciplines
- Grading policies
- Educational program development
- Standards or policies regarding student preparation and success

Reach Mutual Agreement:

- District and college governance structures, as related to faculty roles
- Faculty roles and involvement in accreditation processes, including self-study and annual reports
- Policies for faculty professional development activities
- Processes for program review
- Processes for institutional planning and budget development and
- Other academic and professional matters as mutually agreed upon between the governing board and the academic senate
The workgroup identified College Constituent Groups, College Committees, College Councils and Academic Senate Committees; listing those groups and committees that should have a seat on College Council:

<table>
<thead>
<tr>
<th>Constituent Groups</th>
<th>Councils</th>
<th>College Committees</th>
<th>Academic Senate Committees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Senate</td>
<td>Instructional Administrator’s Council (IAC)</td>
<td>Staff Resource Advisory Council (SRAC)</td>
<td>Faculty Professional Development Committee (NO)</td>
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<td>CSEA</td>
<td>Student Services Council (SSC)</td>
<td>College Technology Committee (CTC)</td>
<td>Curriculum Committee (NO)</td>
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<td>YFA</td>
<td>College Management Council (CMC)</td>
<td>Distance Ed Advisory Committee (DEAC)</td>
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<tr>
<td>ASMJC Senate</td>
<td>Classified Staff Advisory Council (CSAC)</td>
<td>Facilities Committee/ CDAC</td>
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<td>Leadership Team Advisory Council (LTAC)</td>
<td>Diversity &amp; Community Committee</td>
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<td>Accreditation &amp; Institutional Effectiveness (AIE)</td>
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<td></td>
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<td>Resource Allocation Committee (Planning &amp; Budget) (NO)</td>
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</tbody>
</table>

Including Committee representatives as well as constituency reps will strengthen committee planning, coordinate college-wide planning, and increase campus-wide communication.

The decision-making process of each committee, as well as the strength of its recommendations regarding campus-wide decisions should be determined. Each of these “sub” processes should feed logically into the overall college decision-making model.

A simple visual model should be developed for each process.