Introduction

The purpose of this document is to describe the structure for making decisions at Modesto Junior College. The document outlines the processes and mechanisms through which the voices of the college’s constituent groups are heard in decision making. Representatives of all campus constituencies worked in good faith to develop these guidelines.

Processes outlined in this document address ACCJC Accreditation Standard IV.A.2: “The institution establishes and implements a written policy providing for faculty, staff, administrator, and student participation in decision-making processes. The policy specifies the manner in which individuals bring forward ideas from their constituencies and work together on appropriate policy, planning, and special-purpose bodies.” (ACCJC Accreditation Standards, Revised June 2012)

This document addresses four foundational elements of decision-making at the college:

1) Good faith effort
2) Groups that develop recommendations
3) Timelines and sequences for key college decisions
4) Communication to college stakeholders

Decision-making at Modesto Junior College is guided by the college's mission, goals, and values.

Modesto Junior College Mission Statement

MJC is committed to transforming lives through programs and services informed by the latest scholarship of teaching and learning. We provide a dynamic, innovative educational environment for the ever-changing populations and workforce needs of our regional community. We facilitate lifelong learning through the development of intellect, creativity, character, and abilities that shape students into thoughtful, culturally aware, engaged citizens.

Modesto Junior College Values

Education is the reason our institution exists. To this end, we value innovation, professionalism, integrity, and responsible stewardship. We foster respect for and interest in the diverse individuals and histories of our community. These values are foundational to the way we shape our programs and services, make and communicate decisions, reinforce collaborative relationships within our community, and promote civic engagement.

Diversity/Community

Modesto Junior College embraces a culture of collaborative decision making characterized by the effective participation of a variety of individuals and groups. Decision making responsibilities vary by the type of constituency group as described in California Education Code, California Code of Regulations, Title 5 §53200, and documented in YCCD Board Policy.
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Final decision making authority rests with the YCCD Board of Trustees as defined by applicable legal requirements. YCCD Board Policy 7430 describes the delegation of authority from the Board to the Chancellor to the College President. The college encourages employees and students to become knowledgeable and involved with decision-making processes. Issues, concerns and ideas for institutional improvement can be brought forward through a variety of venues including but not limited to:

- supervisors and administrative staff
- representatives to college governance councils
- representatives to college committees, workgroups, and taskforces
- college leaders of Academic Senate, Student Senate, California School Employee Association (CSEA), Leadership Team Advisory Council (LTAC), and Yosemite Faculty Association (YFA)

The decision-making structure at Modesto Junior College is comprised of college governance councils which include representatives of each constituency. College Council is the principle participatory governance body which makes recommendation to the President on college policy and procedural matters. College Council advises the President to advocate at the district level on college wide issues. College Council receives recommendations from the five supporting councils; Accreditation Council, Facilities Council, Instruction Council, Resource Allocation Council, and Student Services Council. Each council will establish committees, workgroups, and taskforces as necessary to fulfill the responsibilities of the council within the established timelines.

Each college governance council has a specified charge and membership. Minutes from the meetings of each council are posted in a central location on the Modesto Junior College web site. College wide recommendations from each committee are submitted to the College Council for discussion and recommendation to the college president for action. Recommendations from the College Council requiring formal district approval are submitted through the college president to the chancellor and the Yosemite Community College District Board of Trustees. Governance councils encourage all participants to work within the system, act cooperatively and responsibly, know and seek to follow and respect the law and regulations, and focus on meeting student needs.

Modesto Junior College governance councils provide a formally established forum for collegial dialogue inclusive of all constituencies. The councils meet regularly to determine best ways to implement policies and responsibilities. The governance council structure ensures operational efforts are aligned and that communication occurs throughout the campus community. The councils are organized in a manner that supports decision-making and continual improvement of college processes in support of student learning and institutional effectiveness.

Constituent groups include faculty, staff, students, and administration. Each council includes representatives from each constituent group who serve terms of two years. The College Council includes representatives from Yosemite Faculty Association (YFA), MJC Academic Senate, Student Senate, California School Employees Association (CSEA), and Classified Staff Advisory Council (CSAC), and administrators.