



**Resolution SP12 – B**  
**Draft Organizational Flowchart for**  
**Shared Governance, Institutional Planning, and Budget Allocation**

Proposed by: Senate Executive Board

**Whereas:** Recommendation 6 of the Action Letter of February 2012 from the Accreditation Commission for Community and Junior Colleges (ACCJC) states, "...the college must assess the current governance structure, review and implement changes to strengthen its infrastructure, and evaluate it on a regular basis. The team recommends the college develop a comprehensive participatory governance handbook that clearly identifies roles and responsibilities of participatory governance committees and constituent roles in the participatory process;" and

**Whereas:** Recommendation 5 of the Action Letter of February 2012 from the Accreditation Commission for Community and Junior Colleges (ACCJC) states, "...the [visiting] team recommends the college strengthen and clarify the linkages and complete the cycle within the planning and budget process to ensure institutional effectiveness; engage in consistent systematic evaluation of the process; and codify, publish and adhere to the process. In addition, the college must integrate student learning outcome assessment results into the planning and budget process and strengthen the integration of technology planning with integrated planning and resource allocations;" and

**Whereas:** Recommendations 5 and 6 of the October 2011 ACCJC Action Letter to MJC must be addressed in a Follow-Up Report due to the Commission on October 15, 2012; and

**Whereas:** YCCD District Policy 4103 cites "Institutional planning and budget development" and District and college governance structures" as mutually agree items between the Board of Trustees and the Academic Senate; and

**Whereas:** It is the responsibility of the MJC Academic Senate, the elected body representing the faculty in such matters, to negotiate and ratify such mutual agreements; and

**Whereas:** The MJC Academic Senate unanimously voted to "...direct the Senate Executive Board to lend all possible support to dialogue with the college president and other stakeholders to facilitate progress toward any appropriate modification of the Planning and Budget Committee and process. The ultimate goal is to facilitate effective strategic planning and budget processes," during the special meeting of December 8, 2011; and

**Whereas:** An initial step has been taken with creation of a draft of an organizational flowchart demonstrating communication and potential responsibilities for shared governance, institutional planning, and budget development at MJC through joint meetings of constituent groups including College Council, Planning and Budget Committee, Accreditation/ Institutional Effectiveness Committee, Associate Students of MJC, Academic Senate Executive Board, YFA Executive Board, CSEA, CSAC, and College Administrators; and

- Whereas:** The dialogue in the aforementioned joint meetings indicated that MJC needs good strategic planning to inform and direct budget allocation and to ensure institutional effectiveness; and
- Whereas:** The draft organization flowchart places the College Council as the central shared governance group regarding college issues and the planning and budget cycle. Strategic planning becomes part of the College Council's charge, and the Planning and Budget Committee becomes primarily an operational committee called the Resource Allocation Committee and is to be designated a college committee; and
- Whereas:** The draft organizational flowchart is the first step in the development of a participatory governance handbook, and the Academic Senate's 10 + 1 responsibilities need to be fully realized in the narrative of such a handbook, as well as in the charters of newly formed or reconstituted committees; and
- Whereas:** Any changes to institutional planning, budget development processes, and District and college governance structures that are reflected in the bylaws or rules of the Academic Senate, or reflected in mutual agreements between the Board of Trustees and Academic Senate, require ratification by the Academic Senate.
- Therefore:** Be it resolved that the MJC Academic Senate agrees that the draft organizational flowchart for shared governance, institutional planning, and budget development is a good first step for addressing the needs of MJC for clearly defined processes in shared governance, strategic planning, and resource allocation and for addressing Recommendations 5 and 6 of the February 2012 ACCJC Action Letter that placed MJC on Accreditation Probation; and
- Therefore:** Be it further resolved that the MJC Academic Senate directs its Senate Executive Board and appointed representatives to collegially engage in further discussions to reach agreement on new or revised Committee charters that clearly state the Academic Senate's role in "Academic and Professional" matters related to 10 + 1 items, as well as any language in the participatory governance handbook that deals with 10 + 1 items; and
- Therefore:** Be it further resolved that, in keeping with the Academic Senate's legal responsibilities under YCCD Board Policy 4103, new or revised committee charters and language in the participatory governance handbook dealing with 10 + 1 items be ratified by the Academic Senate prior to final adoption by the college; and
- Therefore:** Be it finally resolved that MJC Academic Senate ratification of the draft organizational flowchart is conditioned upon the new or revised committee charters including, clarifying, and supporting the Academic Senate's official role in participatory governance at MJC and upon the aforementioned agreement to and ratification of the language of the participatory governance handbook.

**First Reading:** February 16, 2012

**Final Action:** March 1, 2012

**Disposition:** Carried