

AP 2510 Participation in Local Decision-Making

Reference: ***Education Code Section 70902(b)(7); Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and 51023.7 (Students)***

Date Issued: June 13, 2012

The Grossmont-Cuyamaca Community College District governance structure provides each constituency group with the opportunity to participate in planning processes, initiatives, and the development of District and college policies and procedures through their representatives. The District is committed to effective participatory governance as a foundation for all policy-making within the District.

Administrators [Confidential Administrators, Managers, and Supervisors]

The role of administrators in decisions made at the District level is determined by the scope of responsibility and authority delegated in job descriptions for administrative positions.

The responsibility of District administrators includes the following:

- Provide effective leadership and support in planning and accreditation
- Implement and evaluate District objectives related to their area
- Adhere to the legal and ethical standards as well as policies established by the Board of Trustees
- Oversee the effective use of institutional resources
- Make recommendations concerning the hiring of personnel
- Make contributions to the development and improvement of all GCCCD functions
- Implement best practices and courses of action
- Assume responsibility for ensuring implementation of activities based on applicable recommendations and college goals
- Evaluate the effectiveness of activities in order to support and facilitate the educational process and ensure the institution's effectiveness
- Initiate new ideas, improvements and promote quality and responsiveness in District operations
- Lead the units for which they are responsible, and make appropriate decisions

Administrators Association shall make appointments to councils, committees, and task forces for those groups specifying its representation.

Faculty [Academic Senates]

The Academic Senate is the representative in participatory governance activities regarding academic and professional matters (Title 5, Section 53203 of the California Code of Regulations and board policy BP 2510 Participation in Local Decision-Making).

The Grossmont College Academic Senate and the Cuyamaca College Academic Senate are established as separate bodies representing the faculty of the respective colleges. Faculty appointments to councils, committees, task forces, or other groups shall be made by the respective Academic Senates, except for those groups specifying American Federation of Teachers Guild representation.

As provided in BP 2510 Participation in Local Decision-Making, the Governing Board recognizes the authority of the Academic Senates with respect to academic and professional matters in accord with provisions of Title 5 of the California Code of Regulations. The academic and professional matters on which the Board will rely primarily on the Academic Senates are as follows:

- Curriculum, including establishing prerequisites and placing courses within disciplines
- Degree and certificate requirements
- Grading policies
- Standards or policies regarding student preparation and success
- Faculty roles and involvement in accreditation processes, including self-studies and annual reports
- Policies for faculty professional development activities
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The academic and professional matters on which the Board will seek mutual agreement with the academic/faculty senates are as follows:

- Educational program development and educational program discontinuance
- District and college governance structures as related to faculty roles
- Processes for program review
- Processes for institutional planning and budget development
- Other academic and professional matters as mutually agreed by the Board of Trustees and the senate(s)

~~District Councils and committees on which the Academic Senate has designated representatives include the following:~~

- ~~▪ District Executive Council~~
- ~~▪ District Strategic Planning & Budget Council~~
- ~~▪ Administrative Technology Advisory Committee~~
- ~~▪ Institutional Computing Advisory Committee~~
- ~~▪ District Coordinating Educational Council~~
- ~~▪ Academic Calendar Committee~~
- ~~▪ Institutional Research & Planning Committee~~
- ~~▪ Human Resources Advisory Council~~
- ~~▪ Student Success Committee~~
- ~~▪ College Diversity, Equity and Inclusion Committees~~
- ~~▪ Grossmont College Planning & Resource Council~~
- ~~▪ Cuyamaca College Institutional Effectiveness & Resource Council~~

Classified Staff including Confidential Supervisors/Assistants [Classified Senate]

The role of classified staff members in making decisions at the District level is to participate in the development of recommendations to the Chancellor on issues that have or will have a significant effect on staff (California Code of Regulations and BP 2510 Participation in Local Decision-Making).

For purposes required under Title 5, section 51023.5 of the California Code of Regulations, the Governing Board generally recognizes the Classified Senate as the representative of non-management classified staff. In development of policies or procedures, after participation in established consultation processes, including consultation with administration of the colleges/District, the Classified Senate may present its views and recommendations to the Board with approval of Classified School Employees Association, Chapter 707. Classified employee appointments to councils, committees, task forces, or other groups shall be made by the Classified Senate, except for those groups specifying California School Employees Association, Chapter 707, (CSEA) representation.

A memorandum of understanding between the District, the Classified Senate, and CSEA states:

The Classified Senate is organized to represent classified, including confidential and supervisory staff, in issues including, but not limited to, the following (in relevant part):

- *Promoting the shared governance process, including the following: a) the selection of administrative staff; b) in-service education; c) facilities and services; d) relations and communication among interest groups in the District; and e) finance and budget*
- *Provide a centralized means of communication between classified staff and the District community*
- *Articulating the professionalism of the classified staff so that it is recognized and valued*
- *Providing an opportunity to develop individual leadership among the classified staff and increase the professional standards of its members*
- *Promoting and supporting activities that develop or increase skills, productivity, and professionalism*

CSEA negotiates and represents the classified bargaining unit regarding compensation and working conditions.

~~District Councils and committees on which the Classified Senate has designated representatives include the following:~~

- ~~▪ District Executive Council~~
- ~~▪ District Strategic Planning and Budget Council~~
- ~~▪ Academic Calendar Committee~~
- ~~▪ Institutional Research & Planning Committee~~
- ~~▪ Human Resources Advisory Council~~
- ~~▪ Student Success Committee~~

- ~~▪—Benefits Committee~~
- ~~▪—Classification Committee—CSEA~~
- ~~▪—District Accreditation Coordinating Council~~
- ~~▪—Site-based Diversity, Equity and Inclusion Committees~~
- ~~▪—District Services Leadership Council~~
- ~~▪—Grossmont College Planning and Resource Council~~
- ~~▪—Cuyamaca College Institutional Effectiveness and Resource Council~~

Students

The District recognizes and values the contributions of students in participatory governance. The following specific matters are identified in the California Code of Regulations, Title 5, Section 51023.7, as having a significant effect on students and calling for student contributions to decision-making:

- Grading policies
- Codes of student conduct
- Academic disciplinary policies
- Curriculum development
- Courses or programs that should be initiated or discontinued
- Processes for institutional planning and budget development
- Standards and policies regarding student preparation and success
- Student services planning and development
- Student fees within the authority of the District to adopt
- Any other District and college policy, procedure or related matter that the District governing board determines will have significant effect on students

The Board recognizes the Associated Students of Grossmont College and the Associated Student Government of Cuyamaca College as the official voices for students in GCCCD. In accordance with BP 2510 Participation in Local Decision-Making, the Associated Students are given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on them, and the recommendations and positions of the Associated Students are given reasonable consideration.

~~District Councils and committees on which the students have designated representatives include the following:~~

- ~~▪—District Executive Council~~
- ~~▪—District Strategic Planning & Budget Council~~
- ~~▪—Emergency Preparedness Committee~~
- ~~▪—Student Success Committee~~
- ~~▪—District Coordinating Educational Council~~
- ~~▪—Academic Calendar Committee~~
- ~~▪—Institutional Research & Planning Committee~~
- ~~▪—College Diversity, Equity and Inclusion Committees~~
- ~~▪—Grossmont College Planning & Resource Council~~
- ~~Cuyamaca College Institutional Effectiveness & Resource Council~~