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GOVERNANCE AND THE COMMITTEE SYSTEM

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Participatory governance at the Sonoma County Junior College District follows State and Federal legislative directives and California Education Code and statutes, enhanced by historical traditions and appropriate professional innovations permissible within these codes.

Participatory governance is the collective responsibility of the Board of Trustees and four constituent groups: faculty, administration, classified staff and students. The Board of Trustees and its designee, the Superintendent/President, receive advice and recommendations through the District governance committee system, collegial consultation with constituent groups, and the drafting or revising of written policy and procedures.

College Council coordinates and supervises the District governance committee system. As the final District-wide policy recommending body, College Council solicits, involves and utilizes the opinion of faculty, administrators, classified staff, and students, and provides an opportunity for constituent groups to inform and advise each other on policy matters and to debate differences of opinion. It shall insure that committees do not misconceive their purpose or overlap their function, and that any policy recommendation emanating from one group but affecting other groups be reviewed by appropriate committees and/or constituent groups before reaching final approval and being submitted to the Board of Trustees.

Faculty participates in the governance of the District through the Academic Senate and through its recognized bargaining unit(s).

The rights and responsibilities of bargaining agents are described in the contracts between the District and the recognized faculty bargaining unit(s). The faculty bargaining units maintains a process for assigning representation to College or District committees where designated.

The rights and responsibilities of the Academic Senate are enumerated in the California Education Code and Title 5 Regulations. The Academic Senate advises the Board through the use of Academic Senate resolutions, bilateral agreements with the Board, Academic Senate committees, ad hoc task forces, Academic Senate Consultation committees, and other District-wide committees. When appropriate, the Academic Senate will ensure that students and staff effectively participate in the processes through which it develops its recommendations to the Board. The Board of Trustees or its designee will consult collegially with the Academic Senate when adopting policies and procedures on academic and professional matters, relying primarily on the advice and judgment of the Academic Senate or reaching mutual agreement with the Academic Senate by written resolution, regulation, or policy. The Academic Senate designs and administers a process to appoint faculty to serve on College or District committees, task forces or other groups dealing with academic and professional matters.

Administrators participate in the governance of the District through the Superintendent/President and the Management Team. Administrative members of committees are appointed by the Superintendent/President.

Classified staff participates in the governance of the District and the development of policies, procedures and recommendations that will have a significant effect on staff through the Classified Senate and its recognized collective bargaining unit(s).

The rights and responsibilities of bargaining agents are described in the contracts between the District and the recognized classified bargaining unit(s). The classified bargaining units maintains a process for assigning representation to College or District committees where designated.

The rights and responsibilities of the Classified Senate are enumerated in the California Education Code and Title 5 Regulations.

Students participate in the development of policies, procedures and recommendations that will have a significant effect on students through the Associated Students Senate. These topics shall include:

- 1) Grading policies;
- 2) Code of student conduct;
- 3) Academic disciplinary policies;
- 4) Curriculum development;
- 5) Courses or programs which should be initiated or discontinued;
- 6) Processes for institutional planning and budget development;
- 7) Standards and policies regarding student preparation and success;
- 8) Student services planning and development; and
- 9) Student fees within the authority of the District to adopt.

Student members of committees are selected in a process designed and administered by the Associated Students' Senate and its President.

Except in unforeseeable, emergency situations, the Board of Trustees shall not take action on matters significantly affecting faculty, administration, classified staff or students until consultation within this participatory governance system has taken place.

Whenever current policies or procedures recorded in the District Policy Manual do not suffice to regulate campus activity, past practice shall prevail while participatory governance procedures are activated to develop new policy and procedures.