

5-01 GOVERNANCE—PROCEDURE

1. PURPOSE

Establish procedures for implementing shared governance at the College.

2. PROCEDURE

1. Definition: Shared governance is the process by which the College community, including students and public when appropriate, respectfully share responsibility for reaching collective decisions on issues related to the College district.

Current shared governance documentation can be found through the College intranet site.

2. All employees shall promote and preserve a culture of collaboration and trust, support decisions and leadership, strive to improve the quality of decision-making, and help achieve quality learning outcomes for the district.
3. College Council shall approve and publish:
 - a. *Principles of Governance*
 - b. *Decision Process*
 - c. *Charter Template* for committees
 - d. Committee and council definitionsAll employees shall follow the provisions of the preceding documents. College Council must approve any changes.
4. Committees and councils may be established to assist with shared governance.
 - a. Standing and advisory committees and their charters require College Council approval
 - b. Committees' authority and responsibilities are described in their charters
 - c. College Council annually approves a list of all standing committees
 - d. Committees may develop operational steps and timelines consistent with their charters
5. College Council annually reviews the effectiveness of the College's shared governance and recommends changes to strengthen governance processes.
6. College constituents recognize that the College administration, and in some cases the District Governing Board, is ultimately responsible for approving or acting on certain decisions.

3. BACKGROUND

1. References: College Council Intranet Site
2. Revision history: 02/20/2008, 03/11/2009 (reformatted), 05/19/2015 (minor revisions)
3. Legal review: 03/25/2009