

Shared Governance Restructuring Workgroup Recommendations Spring 2022-Spring 2023

This document outlines the Shared Governance Restructure Workgroup recommendations for the restructure of Shared Governance*. These recommendations are presented to College Assembly on April 10, 2023. College Assembly members will vote on endorsement of these recommendations on May 8, 2023. This document focuses on two of the bodies: College Senate and Faculty/Academic Senate.

*It will be the responsibility of the bodies to create, edit, or maintain principles and bylaws.

Three Body Structure

On October 17, 2022, College Assembly endorsed a three-body Shared Governance Structure. The three bodies are a college senate, a faculty/academic senate, and Student Assembly.

College Senate

The College Senate discusses and recommends items that affect the day to day operations of the campus and all other workings excluding specific academic issues to Administration. The workgroup recommends the College Senate function as a Representative body with only those elected having voting rights.

Academic/Faculty Senate

The Faculty/Academic Senate discusses and recommends changes to pedagogy, curriculum, syllabi, and any other issues that are specific to the classroom and that directly affect student learning. The workgroup recommends the Faculty/Academic Senate to function as a Body of the Whole with all instructional and non-instructional faculty members having equal voting rights.

Student Assembly

Student Assembly discusses issues pertaining to students on campus, including campus life and student-related campus policies, and sit alongside faculty and staff on college committees charged with making recommendations to College administration (Shared Governance Website, 2023).

Membership Composition

College Senate	Faculty/Academic Senate
<ul style="list-style-type: none">● Chair, College Senate (non-voting, unless tie)● Chair, Faculty/Academic Senate (voting)● Parliamentarian (non-voting)	<ul style="list-style-type: none">● Chair, Faculty/Academic Senate (non-voting, unless tie)● Chair, College Senate (Voting)● Parliamentarian (non-voting)● Secretary (non-voting)

<ul style="list-style-type: none"> ● Secretary (non-voting) ● College President (non-voting) ● VP Academic Affairs (non-voting) ● VP Administrative and Financial Affairs (non-voting) ● VP Student Affairs (non-voting) ● Human Resources Officer (non-voting) ● Dean ● Collective Bargaining Unit (ESPA) ● Collective Bargaining Unit (Guild) ● Collective Bargaining Unit (FA) ● Classified Service (2) ● Management Confidential ● Instructional Full Time Faculty (2) ● Part-time/ Adjunct Faculty (2) ● FT Non-Instructional Faculty (2) ● Director/Assistant Director/Staff Assistant (2) ● Institutional Effective Representative ● Student Assembly Representative (2) ● Member at Large <p>*All members are voting members, unless otherwise noted</p>	<ul style="list-style-type: none"> ● All faculty ● Student Assembly Representative (2) <p>*All members are voting members, unless otherwise noted</p>
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It is recommended that for the College Senate, the position left vacant by the incoming chair should be backfilled, so that the constituency does not lose a voting seat.

Committees on Campus and Relation to Shared Governance

The workgroup recommends that campus committees report out at Shared Governance in some form to prevent communication breakdowns and processes happening in silos. The workgroup's intentions in the below recommendations are (1) to keep campus members from hearing the same information at multiple meetings, or else (2) not hearing it at all in a timely manner.

The work group recommends the following committees provide reports at the Faculty/Academic Senate:

- General Education Committee
- Distance Learning Steering Committee
- Curriculum Committee
- Convocation Committee
- President's Task Force on Diversity Initiatives (PTODI)

The work group recommends the following committees be sub-committees of the Faculty/Academic senate:

- Writing Initiatives Network Committee (WINC)
- Adjunct Committee

The work group recommends the following committees provide reports at the College Senate:

- Events Planning
- Banner Core
- Catalog Committee
- Tech Committee
- President’s Task Force on Diversity Initiatives (PTODI)

The work group recommends the following committees be sub-committees of the College Senate:

- Calendar Committee
- Campus Projects Advisory Committee (CPAC)
- Chancellor’s Awards Committee

The group also recommends:

- A complete inventory is done of active campus committees and have any unlisted here fall under one of the bodies as either a reporting body or sub-committee
- Shared Governance is responsible for maintaining an accurate list of campus committees and to whom they report. This includes updating the listing on the campus website
- Shared Governance creates clear definitions of what is a committee, taskforce, and workgroup and that the campus community follows these definitions when forming new groups

Frequency of Meetings

The College Senate and Faculty/Academic Senate will meet monthly on alternate weeks. Meetings will be held for up to two hours. Subcommittees will set their own schedule for meetings based on their needs.

General Purview

The workgroup recommends the following topics be designated for each body. This will limit redundant conversations and ensure that topics are discussed by appropriate constituencies.

College Senate	Faculty/Academic Senate
Capital expenditures Day-to-day operations All other non-academic topics	Curriculum Academic grievances Pedagogy

Non-academic policies/procedures	Syllabi Academic policies/procedures All other academic related topics
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Recommendations for Bylaws

- Either body may send written recommendations to the President or Vice Presidents for policy additions, changes or revocations. Once Administration has received the recommendation(s) they should respond in writing in a timely fashion as to their decision to either accept, reject or modify said recommendations. If the recommendation is rejected then they should be required to give specific detail as to the reason(s) why
- When either body sends recommendations to Administration it should be requested that they send a copy of said recommendation to the other Senate body so that all communication is transparent and to limit the overlap of multiple bodies working on the same issues
- The bylaws should contain a clear structure for disseminating information to constituents. This can include a set timeline and specific process for sharing information and collecting feedback. Chairs should also be responsible for sharing relevant information between the Faculty/Academic Senate and College Senate
- A clear new Shared Governance representative orientation is developed that clearly lays out responsibilities and expectations along with tools to communicate with their constituencies
- Subcommittees are built into the bylaws of the body to which they report
- Address chair and secretary position stipends or release time