Administrative Procedures for Participatory Governance: Select Components
(based on workgroup discussions and existing policy statement)

1. Convened councils or committees will have their charge, composition, reporting structure, and duration clearly defined and posted online.

2. Individual roles and responsibilities will be clearly defined with explicit decision-making authority given to administration.

3. Appointments to councils and committees will be made by constituent organizations as follows:
   a. Students – Associated Students Executive Board
   b. Faculty – Academic Senate
   c. Classified Staff – SEIU
   d. Administration – Chancellor, after consultation with Administrative Council

4. Every effort will be made to rotate membership on committees in keeping with democratic and participatory principles.

5. Guidelines to be established regarding process for referring issues to the appropriate body.

6. Training for building agendas will be developed.

7. Responsibilities for posting agendas/minutes will be defined.