I. **Foundation**

Our participatory governance system is action oriented and fosters collegiality and trust, with special deference to successful student learning outcomes. It features simple transparent structures, and seeks the experience and expertise of a full range of diverse stakeholders because its processes are grounded in solid practices and effective outcomes. Our timely, evidence-based dialogs empower participants to initiate student-centered improvements in education and services and to promote effective institutional operations. It promotes respect for and broad understanding of the recommendations and decisions that are made.

II. **Guiding Principles**

A. The Board of Trustees embraces the concept of shared participatory governance as a fundamental policy of the college, while retaining its own rights and responsibilities as the ultimate authority in all areas defined by State laws and regulations.

B. The Board of Trustees acknowledges the right of college leaders from all constituencies to evaluate and assist in improving the college’s governance structure and consequent processes used to inform decision making for the improvement of programs, practices and services. As such, each constituency with responsibility and expertise in a particular area shall be allowed to participate in the formulation of policies and procedures related to that area.

C. Affected constituent group opinions will be given reasonable consideration in the process of governing the college. Special effort will be made to include student input via the Executive Board of the Associated Students.

D. Regular evaluation and review of outcomes, and regular training for participants are valued concepts at City College. For continued effectiveness, all constituent groups undergo regular training regarding the authority, responsibility and accountability of governance participants. These measures ensure that the processes do not create undue barriers to the implementation of institutional decisions, plans and initiatives.

E. Additional guidance is provided in the Shared Governance Handbook. Nothing in this policy (2.07) shall supersede the Title V mandates of the Academic Senate.

III. **Governance Council**

**Authority:**

A. The Board of Trustees has delegated responsibility and authority to the Chancellor to establish the Governance Council, the college’s primary shared governance system, in consultation with, and majority approval of, appropriate college constituencies, subject to Board approval. The Chancellor shall serve as Chair.
Purpose:

B. The Governance Council is charged with coordinating policy and budgeting development and providing advisory recommendations directly to the Chancellor on matters pertaining to institutional priorities, policies, planning and budgeting issues. It does not advise on areas under the “rely primarily” leadership of the Academic Senate as defined by Title 5, Section 53200.

Charge:

C. Specifically regarding budgeting and planning, the Governance Council is charged with the following:

1. Provides guidance in the overall planning system for CCSF.
2. Participates in the development of plans (including the strategic and annual plans).
3. Reviews and recommends the annual budget (including unit plans and budgets).
5. Provides recommendations directly to the Chancellor, and the Chancellor who makes decisions on final plans and budget to be recommended to the Board of Trustees for adoption.
6. May also make recommendations on overall policies and procedures for the College, development of plans and budgets at CCSF.

Membership:

D. The Governance Council shall be comprised of the Chancellor who chairs the Council and:

- 4 students
- 4 faculty
- 4 classified staff
- 4 administrators

1. Members serve two years except for students who serve one. (In the first year only, half of the members of each group will be appointed to a one year term and the other half to a two year term.)

2. Members will be selected by their respective constituent group except for administrators who will be appointed by the Chancellor.

--- CRITERIA HERE --- The specific design of this super council is yet to be determined.

IV. College Committees
A. The Chancellor, the Governance Council, and/or any administrator may establish committees and subcommittees as necessary, provided the charge, reporting requirements, constituent groups involved, and duration are clearly delineated and posted online. Every effort will be made to gather opposing viewpoints to support thorough consideration of decisions. Sub-committee membership is not limited to members of the responsible committee. Committees of the Governance council are not required under law to comply with Sunshine.

B. Committees shall be structured to include appropriate representation by faculty, administration, classified staff, and students, when matters being considered are within their purview. Individual roles and responsibilities must be clearly defined with explicit decision-making authority given to administration.

C. The Chancellor shall appoint one administrator to chair each committee, and that administrator shall be empowered to design, define and conduct the business of the committee. The advisory role of each committee, and the process to introduce, discuss, and act on any proposal, must be clearly defined and filed with the Chancellor’s office.

D. The Chancellor appoints one administrator as chair to each standing committee in consultation with the Academic Senate president and the president of SEIU 1021. Chairs are directly responsible to the Chancellor for committee operations, including the timely publication of notes, agendas, minutes, minority reports, and continuous quality improvement measures.

D.E. Rotation of leadership fosters diversity and cooperation throughout the college, enriching much more than a select few, and these values are deeply rooted in the spirit of shared participatory governance. To this end, the Board of Trustees recommends respect for term limits throughout the committee structure, but leaves procedures for this to the committees themselves. General guidance may be found in the Shared Governance Handbook.

E.F. Time sensitive concerns may be escalated to the Chancellor or, in rare occurrence, to the Board of Trustees, as deemed necessary by the administrator-chair or constituent group representation.

E.G. In the spirit of continuous improvement, all committees are expected to review their progress regularly, set continuous quality improvement plans, and to post reports of these activities.

G.H. Other procedures, including membership composition guidelines, are described in the Shared Governance Handbook, and are subject to regular continuous quality improvement reviews and adjustments.
The following are standing policy committees of the Governance Council and to whom they report:

a. Diversity: Reports to the Chancellor VCAA
b. Facilities: Reports to Dean of Facilities
c. Communications: Reports to Dean of Marketing (during the current absence, this standing committee shall report to the Chancellor’s Cabinet)
d. Information Technology: Reports to Chief Technology Officer (during the current absence, this standing committee shall report to the Chancellor’s Cabinet)

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