

## Glendale Community College District

### **2510**

#### Board Policy

### PARTICIPATION IN LOCAL DECISION-MAKING

The Board of Trustees is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations, not including matters that are within the scope of collective bargaining. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for board action and administrative procedures for Superintendent/President action under which the District is governed and administered. The Superintendent/President has primary responsibility for the quality of the institution he/she leads. He/she delegates authority to administrators and others consistent with their responsibilities, as appropriate, and establishes a collegial process that sets values, goals, and priorities.

The Board affirms the right of faculty, classified staff, management, and students to express ideas and opinions at the campus level with the assurance that such opinions will be given respectful consideration. The Board of Trustees exercises its responsibility in a collegial manner by supporting and relying upon the shared governance structure, process, and practice in its decision-making. In particular, the Board acknowledges the authority of the Glendale Community College Governance Policy contained in AR 4000 and the Mutual Gains document.

As provided for in Title 5 Regulations, and the affirmation of the Governing Board “except in unforeseeable, emergency situations, the Governing Board shall not take action on matters significantly affecting staff until it has provided staff an opportunity to participate in the formulation and development of those matters through appropriate structures and procedures as determined by the Governing Board” or its designee(s).

As required by law, each of the following shall participate in the decision-making processes of the District:

### ACADEMIC SENATE

The Board or its designees will consult collegially with the Academic Senate as duly constituted with respect to academic and professional matters, as defined by law and specified below. Procedures to implement this section are developed collegially with the Academic Senate.

Definitions of modes of collegial consultation: When the board elects to rely primarily upon the advice and judgment of the academic senate, the recommendation of the senate will normally be accepted and only in exceptional circumstances and for compelling reasons will the recommendations not be accepted. When the board elects

to provide for mutual agreement with the academic senate, it shall reach such agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations. If an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the district to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

The Board shall develop policies by relying primarily upon the advice and judgment of the Academic Senate in the following areas:

- a. Curriculum, including establishing prerequisites and placing courses in disciplines
- b. Degree and certificate requirements
- c. Grading policies
- d. Policies for faculty professional development activities
- e. Standards or policies regarding student preparation and success

The Board shall reach mutual agreement with the Academic Senate in the following areas:

- a. Faculty roles and involvement in accreditation processes, including self-study reports
- b. Educational program development
- c. College governance structures as related to faculty roles
- d. Processes for program review
- e. Processes for institutional planning and budget development
- f. Other academic and professional matters as mutually agreed upon between the Governing Board or its designee(s) and the Academic Senate

### GUILD

The faculty Guild shall be provided with opportunities to participate collegially in the formulation and development of district policies and procedures that have a significant effect on the College. The opinions and recommendations of the Guild shall be given every consideration. Nothing in the board regulation undermines the rights and provisions contained in the collective bargaining agreement between the District and the Guild.

### CLASSIFIED STAFF

Classified Staff shall be provided with opportunities to participate collegially in the formulation and development of District policies and procedures that have a significant effect on the College. The opinions and recommendations of the classified staff and the CSEA will be given every consideration. Nothing in the board regulation undermines

the rights and provisions contained in the collective bargaining agreement between the District and the CSEA.

## STUDENTS

The Associated Students shall be provided with opportunities to participate collegially in the formulation and development of district policies and procedures that have a significant effect on the College. The opinions and recommendations of the Associated Students shall be given every consideration. The appointment of student members to serve on College committees, task forces, or other groups dealing with matters having a significant effect on students shall be made by the Associated Students after consultation with the President of the college, or his or her designee.

Student matters include:

- a. Grading policies
- b. Codes of student conduct
- c. Academic disciplinary policies
- d. Curriculum development
- e. Courses or programs which should be initiated or discontinued
- f. Processes for institutional planning and budget development
- g. Standards and policies regarding student preparation
- h. Student services planning and development
- i. Student fees within the authority of the District to adopt
- j. Any other District or College policy, procedure, or related matter that the District Governing Board determines will have a significant effect on students

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, et seq.

## ADMINISTRATORS AND MANAGERS

Administrators, managers and confidential employees shall be provided with opportunities to participate collegially in the formulation and development of District policies and procedures that have a significant effect on the College. The opinions and recommendations of administrators, managers and confidential shall be given every consideration. Administrators and managers shall be entitled to participate in the Governance processes of the District.

Nothing in this procedure shall be construed to impinge upon the due process rights of faculty, staff, management, students or administrators nor to detract from any negotiated agreements between the collective bargaining representative and the District Governing Board.

Reference:

- Education Code Section 70902(b)(7);
- Title 5, Sections 53200 et seq., (Academic Senate), 51023.5 (staff), 51023.7 (students);
- Accreditation Standard IV.A

Adopted: 9/14/09