

HARTNELL COMMUNITY COLLEGE DISTRICT

AP 2510      Participation in Local Decision-Making

References: Education Code Section 70902(b)(7); Title 5 Sections 53200 et seq., 51023.5, and 51023.7; ACCJC Accreditation Standards 4.2 and 4.3

Academic Senate Role in Collegial Governance

Upon request of the Academic Senate, the board's delegated administrators, shall confer with the Academic Senate regarding recommendations or proposals by the Academic Senate. If parties to the discussion do not reach consensus, the Academic Senate may present its views to the board, and the board shall consider and respond to such views.

Likewise, Academic Senate representatives have the responsibility, when requested, to confer with the board's delegated administrators and to respond to their proposals and recommendations.

Individuals who represent the faculty as a whole on collegial governance issues and advisory committees unrelated to working conditions and compensation shall be recommended by the president of the Academic Senate with concurrence of the Academic Senate.

### Administrator Role in Collegial Governance

The Board of Trustees defines the scope of responsibilities and delegates the authority of Hartnell Community College District administrators through job descriptions and board policy.

The superintendent/president has primary responsibility for the quality of the institution he/she leads and, as appropriate, delegates the authority to administrators and others consistent with their responsibilities, and sets the goals and priorities for the institution.

Administrators shall be provided with opportunities to participate collegially in the formation and development of district policies and procedures that have significant effect on the college.

Administrators include all educational and classified administrators as defined by the Education Code and Title 5. Administrators provide leadership and direction for the college community, facilitate collaboration and communication among departmental administrators, and serve as a resource in achieving shared goals.

All administrators have supervisory duties related to budgets, personnel, and operational responsibilities. Major governance responsibilities include the following:

- A. Recommend appointment of administrators to serve on governance committees.
- B. Serve in an advisory role to the superintendent/president.
- C. Make recommendations to the superintendent/president on actions by governance committees related to board policies and administrative procedures that have been routed to administrators.
- D. Make recommendations to the superintendent/president on district budgets.
- E. Make recommendations to the superintendent/president on district operations, plans, policies and procedures.
- F. Promote the appropriate inclusion of students, faculty, and staff in making recommendations to the superintendent/president.
- G. Serve as a resource to the superintendent/president, the Board of Trustees, and district faculty and staff.

## Classified Employees Role in Collegial Governance

In accordance with provisions of Title 5 of the California Code of Regulations, the board recognizes the right of classified employees to participate in the collegial governance of the college and further acknowledges the benefit of such participation to the college and its students.

The board recognizes the California School Employees Association (CSEA) Chapter 470 and the International Union of Operating Engineers, Stationary Local No. 39 (L-39) as the employee organizations as the representative bodies for purposes of this policy section.

Pursuant to Title 5, Section 51023.5, classified employees are to be included in all governance and advisory committees of the college when a college or district task force, committee, or other governance group, is used to deal with issues which have been determined to significantly affect staff. Individuals who represent CSEA or L-39 in collegial governance shall be recommended by the leadership of these groups. Classified employees will have an opportunity to provide input into all board policies and administrative procedures that are reviewed through the District's process for review of board policies and administrative procedures.

Supervisors will support flexibility in work schedules to permit classified employees to participate in collegial governance meetings and activities.

## Confidential Employees Role in Collegial Governance

