**Rancho Santiago Community College District**

**ADMINISTRATIVE REGULATION**

Chapter 2

Board of Trustees

**AR 2510 Participation in Local Decision-Making**

**References**

Education Code Section 70902(b)(7);

Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and 51023.7(Students);

ACCJC Accreditation Standards 4.2 and 4.3 ~~IV.A and IV.D.7~~ ~~(~~*~~formerly IV.A.2, IV.A.5~~*~~)~~

The Rancho Santiago Community College District utilizes a participatory decision-making structure at both the district and individual college levels. ~~The roles and responsibilities of faculty, staff, and students in these decision-making processes are described in the following documents as well as the board policies and administrative regulations of the district.~~

The Board of Trustees is committed to participatory governance. This regulation is intended to ensure that faculty, students, and staff have the right to participate effectively in the governance of the District. The regulation also ensures the right of the Academic Senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards.

* ~~RSCCD District-wide Participatory Governance Structure:~~ [~~https://www.rsccd.edu/Departments/Research/Documents/DistrictPlanning/RSCCDPlan ningBudgetingProcessesAdopted092412.pdf~~](https://www.rsccd.edu/Departments/Research/Documents/DistrictPlanning/RSCCDPlanningBudgetingProcessesAdopted092412.pdf)

* ~~RSCCD Planning Design Manual:~~ [~~https://www.rsccd.edu/Departments/Research/Documents/DistrictPlanning/RSCCDMaster-Planning-Guide-2013.pdf~~](https://www.rsccd.edu/Departments/Research/Documents/DistrictPlanning/RSCCD-Master-Planning-Guide-2013.pdf)

* ~~SAC Shared Governance Committees:~~

[~~http://www.sac.edu/committees/Pages/default.aspx~~](http://www.sac.edu/committees/Pages/default.aspx)

* ~~SCC Documents:~~

[~~http://www.sccollege.edu/CollegialGovernance/Pages/default.aspx~~](http://www.sccollege.edu/CollegialGovernance/Pages/default.aspx)

**ACADEMIC SENATES**

**1. DEFINITIONS**

a. **Consult Collegially**: The Board of Trustees shall rely on one of the following two consultation methods:

1) Rely primarily upon the advice and judgment of the Academic Senates; and

2) The Board or its representatives and the representatives of the Academic Senates shall have the obligation to attempt to reach mutual agreement.

b. **Academic Senates**: Organizations whose primary function is, as representative of the faculty, to make recommendations to the administration and governing board with respect to academic and professional matters, outside of collective bargaining.

c. **Faculty**: Those individuals employed in positions that are not designated as supervisory or management and for which minimum qualifications for employment are specified by the California Community Colleges Board of Governors.

**2. RESPONSIBILITIES**

a) The Board of Trustees shall consult collegially with representatives of the Academic Senates.

b) The Academic Senates shall retain the right to meet with and appear before the Board of Trustees with respect to the views, recommendations or proposals of the Academic Senates.

c) The Board of Trustees shall respond to recommendations of the Academic Senates through either of the following:

1) The Board of Trustees shall elect to rely primarily on the advice and judgment of the Academic Senates for the following policy development:

a) Curriculum, including establishing prerequisites, placing courses within disciplines and student outcomes assessment;

b) Degree and certificate requirements;

c) Grading policies;

d) Standards or policies regarding student preparation and success;

e) Policies for faculty professional development activities;

In instances where the Board of Trustees elects to rely primarily upon the advice and judgment of the Academic Senates and recommendations are not accepted, the Board of Trustees shall communicate the reason in writing to the President of each Academic Senate within 30 days of the decision.

2) Mutual agreement with the Academic Senates

The Board of Trustees shall attempt to reach mutual agreement with the Academic Senates for the following policy development:

1. Educational program development
2. District and college governance structures, as related to faculty roles
3. Faculty roles and involvement in accreditation processes, including institutional self-evaluations and annual reports;
4. Processes for program review
5. Processes for institutional planning and budget development
6. Other academic and professional matters as mutually agreed upon between the governing board of Trustees and the Academic Senates.

In cases where there is no existing policy, or in cases where the exposure to legal liability or substantial fiscal hardship requires existing policy to be changed, the governing board of Trustees may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons. In such instances, in the spirit of collegiality, all parties shall continue to participate in the resolution process.

In the event mutual agreement cannot be reached, the Board of Trustees shall communicate the reasons in writing to the President of each Academic Senate within 30 days of the decision.

3) Committee Assignments: The appointment of faculty members to serve on college or District committees, task forces, or other groups shall be made by the Academic Senates.

STUDENTS

1. DEFINITIONS

a. Representative Body of Students: The Associated Student Governments

2. RESPONSIBILITIES

a. The Board of Trustees shall provide students the opportunity to participate

effectively in district governance.

b. The Board of Trustees will usually not take action on a matter having a

significant effect on students until the representative body of students has had

the opportunity to participate in the development of recommendations and

formulation of policies and procedures.

c. All recommendations and positions developed by the representative body of

students shall be afforded every reasonable consideration.

d. District policies that have a significant effect on students include:

1) Grading policies;

2) Codes of student conduct;

3) Academic disciplinary policies;

4) Curriculum development;

5) Courses or programs which should be initiated or discontinued;

6) Process for institutional planning and budget development;

7) Standards and policies regarding student preparation and success;

8) Student services planning and development;

9) Student fees within the authority of the district to adopt; and

10) Any other District and college policy, procedure or related matter that

the district governing Board of Trustees determines will have a

significant effect on students.

3. Committee Assignments: The appointment of students to serve on college or District committees, task forces, or other groups that have a significant effect on students shall be made by the Associated Student Governments.

CLASSIFIED PROFESSIONALS (STAFF)

1. DEFINITIONS

Non-supervisory classified staff: Shall include all employees in classified

positions exclusive of those who are designated management or supervisory.

2. RESPONSIBILITIES

1. The Board of Trustees shall provide classified professionals (staff) the opportunity to participate effectively in district and college governance.
2. The Board of Trustees shall provide classified professionals (staff) the opportunity to formulate and develop of policies and procedures, and processes for jointly developing recommendations that have or will have a significant effect on staff
3. Except in unforeseeable, emergency situations, the Board of Trustees shall not

take action on matters significantly affecting classified professionals (staff) until the recommendations and opinions of staff are given every reasonable consideration.

3. Committee Assignments: The appointment of classified professionals (staff) to serve on college or District committees, task forces, or other groups that have a significant effect on classified professionals (staff) shall be made by the Classified Senate, if applicable, or by CSEA.

**Responsible Manager:** College Presidents

**Adopted:** **August 31, 2015**