

Book	Siskiyou Joint Community College District Administrative Procedures
Section	Chapter 2: Governance
Title	Participation in Local Decision Making
Code	AP 2510
Status	Active
Legal	Board Policy 2510 Education Code Section 70902(b)(7) Title 5 Section 51023.5 Title 5 Sections 53200, et seq
Cross References	ACCJC Accreditation Standard IV.D.7 ACCJC Accreditation Standard IV.A
Adopted	October 7, 2008
Last Revised	April 13, 2022
Prior Revised Dates	02/24/2015, 01/20/2015, 01/24/2012, 04/26/2016
Origin	Superintendent/President
Office	President's Office
Next Review	July 1, 2025

It is the policy of the Board of Trustees, in the spirit of collegial consultation, to ensure the District provides for timely communication between the Board of Trustees, administrators, faculty, staff, and students. Further, the Board of Trustees, while retaining ultimate authority as defined by federal and state law and local regulation, seeks to give reasonable consideration to the concerns and opinions of constituent groups at the campus level and to share information with these groups. The Board of Trustees delegates to the Superintendent/President responsibility and authority for developing policy recommendations for Board consideration and for implementation of Board decisions.

I. The decisions of the Board, acting as a unit, are binding as specified in statute.

II. Constituency Senates - Overview

- A. Each constituency senate shall be recognized by the Board through a representative appointed by each respective senate who sits at the Board table with board members and is available to explain recommendations and differences of opinion.

- B. Each constituency senate shall, in consultation with the superintendent/president or their designee, appoint representatives to various councils, committees, task forces, or other groups dealing with academic and professional matters. These appointments shall be made in accordance with the bylaws of the respective senates.
- C. No work shall be performed by a Senate that would infringe on the rights and responsibilities of recognized collective bargaining representatives.

III. Academic Senate:

- A. The Board of Trustees, through the Superintendent/President as its designated representative, and with representatives of the Academic Senate, shall consult collegially with the Academic Senate and develop policies on academic and professional matters.
- B. Of the eleven areas outlined in Title 5, Section 53200, et seq., the District shall rely primarily upon the advice and judgment of the Academic Senate in all areas concerning curriculum, degrees, grading, programs, and student preparation and success. The recommendations of the Academic Senate will normally be accepted except in exceptional circumstances and for compelling reasons. If a recommendation is not accepted, the Board or its representative shall promptly communicate its reasons in writing to the Academic Senate. These eleven areas are as follows:
 - 1. Curriculum, including establishing prerequisites and placing courses within disciplines
 - 2. Degree and certificate requirements
 - 3. Grading policies
 - 4. Educational program development
 - 5. Standards or policies regarding student preparation and success
 - 6. District and college governance structures, as related to faculty roles
 - 7. Faculty roles and involvement in accreditation processes, including self study and annual report
 - 8. Policies for faculty development activities
 - 9. Processes for program review
 - 10. Processes for institutional planning and budget development
 - 11. Other academic and professional matters, as mutually agreed upon between governing board and the academic senate
- C. For other areas outlined in the previously cited section of Title 5, the District shall arrive at mutual agreement with representatives of the Academic Senate by written resolution, regulation, or policy of the Board. Where agreement has not been reached, existing policy will remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship. 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 may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

IV. Classified Senate

- A. Members of classified staff may be released from their duties to attend meetings of the Classified Senate and any meetings arising from appointments to councils, committees, task forces, or other groups.
- B. Guidelines shall be maintained to distinguish between participatory governance and job-related responsibilities to determine appropriate release time.

V. Administrative Support/Management (ASM) Senate

- A. Although the ASM group maintains no collective bargaining representative, no work shall be performed by the ASM Senate that would otherwise have infringed on the rights and responsibilities of a recognized collective bargaining representative.

VI. Associated Student Board (ASB)

- A. The Board recognizes ASB as the official governing organization for students at the College, as per BP/AP 5400, et seq.
- B. The ASB shall, in consultation with the Superintendent/President or their designee, appoint representatives to various councils, committees, task forces, or other groups. These representatives shall hold all rights and responsibilities afforded to representatives from constituency Senates.

VII. Administration

- A. Administrators will be represented on councils, committees, task forces, and other groups dealing with academic and professional matters and the Board of Trustees table, as designated by the Superintendent/President.
- B. The President's Cabinet is comprised of all classified and educational administrators employed by the College as well as direct reports to the Superintendent/President. The Superintendent/President may solicit the Cabinet's non-binding advice at any point in the participatory governance process. As a solely advisory body, the Cabinet is not a formal body within the participatory governance process.

VIII. Participatory Governance Handbook

- A. The District shall maintain a participatory governance handbook (hereafter "handbook") that defines the organizational structure of participatory governance in the College, as well as the bylaws of any councils, committees, task forces, or other groups created in this structure. The handbook shall also include the bylaws of each constituency senate and the ASB.
- B. All material in the handbook shall comply with BP/AP 2510 and the relevant Title 5 and Education Code sections. No material in the handbook shall impose additional responsibilities on the constituency senates or the ASB beyond those required by law, though the handbook may issue requests deemed beneficial to participatory governance.
- C. The handbook shall be reviewed at least once every two years and edited where necessary by a task force composed of the Superintendent/President as well as the presidents of each constituency senate, collective bargaining representative, and ASB (or their designees). The Board shall approve the handbook after each annual review is completed and a positive recommendation is obtained from a majority of College Council representatives.

IX. Collective Bargaining Representatives

- A. The Faculty Association/CCA/CTA/NEA and the CSEA, as recognized collective bargaining representatives, shall not play a role in the participatory governance process.
- B. At the same time, the collective bargaining representatives may seek to appoint members to councils, committees, task forces, or other groups. Where these members are also members of constituency senates, such appointments shall not alter the balance of representation for any council, committee, task force, or other group where such balance is mandated in the handbook.