

# CITRUS COMMUNITY COLLEGE DISTRICT REGULATION

R-1010  
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## SHARED GOVERNANCE

The real strength of Citrus College's shared governance policy is the utilization of faculty, staff and student thinking on all college problems. The District's organizational chart illustrates the responsibilities and reporting structure of the members of the administrative staff. This does not preclude, however, the "open door" policy for all administrative offices.

The maintenance of a democratic administration requires the commitment of all personnel to keep the channels of communication open if the democratic process is to be preserved.

### 1. Constituent Group Representation

The District recognizes the following campus constituent groups as participants in matters related to shared governance:

- a. The Academic Senate as the body which represents the faculty in academic and professional matters while the Faculty Association is the body which represents faculty on issues within the scope of collective bargaining.
- b. The Associated Students of Citrus College which represents the students.
- c. CSEA (California School Employees Association) as the representative body for its membership.
- d. The Citrus College Management Team which represents the managers.
- e. The Supervisor/Confidential Team which represents the supervisors and confidential employees who are not part of a bargaining unit.

### 2. Shared Governance Organization

The following organizational structure supports the District's shared governance policy:

#### Steering Committee

The Steering Committee serves as a liaison group among all campus constituents by coordinating the functions of the Standing Committees. Recommendations for new policy shall be made by the Steering Committee to the Board of Trustees through the Superintendent/President.

The Steering Committee is composed of the college president as chair; the chairs of the Standing Committees, representatives from the Academic Senate, classified staff, supervisors/confidential team, the Associated Students of Citrus College, department chairs, and management. The selection procedure for the representatives to Steering and committee chairs is determined by the Steering Committee Constitution.

The number of Academic Senate representatives constitutes a majority of the Steering Committee.

### Standing Committees

The Standing Committees are designed to support continuous self-study and the accreditation process. The constitution of the Steering Committee defines the goals and directives of the Standing Committees:

- a. Accreditation Committee
- b. Educational Programs Committee
- c. Financial Resources Committee
- d. Library and Learning Resources Committee
- e. Long Range Planning Committee
- f. Personnel Services Committee
- g. Physical Resources Committee
- h. Student Services Committee

Committee chairs shall establish and publish regular meeting times for all standing committees to maximize participation from all constituent groups.

### President's Council

The President's Council is an advisory body for the Superintendent/President as well as a forum for the exchange of ideas from all campus constituent groups.

The President's Council is composed of the Superintendent/President as chair and representatives of the Academic Senate, classified and faculty negotiation teams, classified staff, supervisors/confidential employees, the Associated Students of Citrus College, and management.

### 3. Academic and Professional Matters

The Board of Trustees honors the provisions of Title 5, Sections 53200-53204, in consulting collegially with the Citrus College Academic Senate. Consult collegially means that the District's governing board shall develop policies on academic and professional matters through either or both of the following methods:

- a. **Rely Primarily Upon**  
Instances where the governing board elects to rely primarily upon the advice and judgment of the academic senate, the recommendations of the senate will normally be accepted and only in exceptional circumstances and for compelling reasons will the recommendations not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the academic senate, shall communicate its reasons in writing.

**ISSUES TO WHICH THE BOARD WILL RELY PRIMARILY ON THE ACADEMIC SENATE RECOMMENDATIONS:**

For the following matters, the Board will rely primarily upon the advice of the Academic Senate:

- (1) Educational program development.
  - (2) Standards or policies regarding student preparation and success.
  - (3) District and college governance structures, as related to faculty roles.
  - (4) Faculty roles and involvement in accreditation, including the Self-Study and annual reports.
  - (5) Policies for faculty professional development activities.
  - (6) Processes for instructional and student services program review.
  - (7) Degree and certificate requirements.
  - (8) Grading policies.
  - (9) Curriculum, including establishing prerequisites and placing courses within disciplines.
  - (10) Processes for institutional planning and budget development.
- b. **Mutual Agreement**  
In instances where the governing board elects to provide for mutual agreement with the academic senate and agreement has not been reached, existing policy shall 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. In such cases, the Board or its designee shall communicate the reasons in writing upon request of the Academic Senate.

**ISSUES FOR WHICH THE BOARD ELECTS FOR MUTUAL AGREEMENT WITH THE ACADEMIC SENATE.**

### Faculty Hiring Procedures

Recommendations from the Academic Senate to the Board of Trustees on academic and professional matters shall be developed in a manner which encourages study, deliberation, and consultation from managers and appropriate staff. The Academic Senate shall address the need for policy or procedural development or change.

Nothing in these regulations shall impinge upon the rights of faculty and staff nor the district regarding any negotiated agreements between the District and the bargaining units.

Adopted .....4/10/96  
Board of Trustees (Info Only) .....5/7/96

Citrus College Policy 1010 - Shared Governance