

2006.

ADMINISTRATIVE REGULATIONS  
ON PARTICIPATION IN GOVERNANCE

2006.1 The Superintendent-President shall administer these regulations.

2006.2 The Long Beach Community College District defines participation in governance as a collaborative college-wide process dependent on trust and open communication. Participation in college governance, as provided for in Title 5 of the Education Code and college policies and administrative regulations 2009, 2010, and 2012, acknowledges the special roles of faculty, classified staff, and students. Nothing in this regulation impinges upon these specific policies and regulations. The essential activities of the college decision-making process are policy and regulation development and college planning, implementation, and review. College planning is used to determine college commitments and the annual budget. The results of the college decision-making process are regularly reviewed.

2006.3 Each college group involved in the shared governance process is responsible for communication. Communication entails providing rationales for proposals made and reporting to constituents. These college groups are accountable for communicating their proposals for input prior to finalization.

2006.4 Participation in governance is predicated upon the sincere commitment of all participants. Participation in governance is made a reality through the process that includes shared planning, justified and thoughtful recommendations, and delegating responsibilities to appropriate areas, realizing the Board has final decision-making authority and ultimate legal responsibility.

2006.5 The Board recognizes the Academic Senate as the body which represents the faculty in collegial governance relating to academic and professional matters as defined in Title 5 of the California Code of Regulations and in Policy and Administrative Regulations 2009.

The Board recognizes the Associated Student Body as the body which represents students in collegial governance relating to student matters as defined in Title 5 of the California Code of Regulations and in Policy and Administrative Regulations 2010.

The Board recognizes the Classified Senate as the body which represents classified staff in collegial governance relating to classified matters exclusive of collective bargaining issues as defined in Title 5 of the California Code of Regulations and in Policy and Administrative Regulations 2012.

Administrators and managers are represented by individuals appointed from the Executive Committee and Management Team (all non-bargaining unit administrative, management/supervisory, and confidential employees).

NOTE: Collective bargaining units participate per their individual contracts. Nothing in this regulation impinges upon those negotiated agreements.

2006.6      The Long Beach Community College District Structure for Participation in Governance

A.    President's Leadership Council

1. Is composed of one representative of each recognized college group including:

Academic Senate President or designee  
CCA President or designee  
AFT President or designee  
CHI President or designee  
Administrator employee representative  
Manager/Supervisor employee representative  
Confidential employee representative  
Student representative

And three (3) members of the College Executive Committee  
*(selected by the Superintendent-President)*

And the following representative(s):  
Executive Director, Foundation

2. Is a primary advisory body to the Superintendent-President for the purpose of reviewing proposed new or changes to existing policies/regulations. (The President's Leadership Council does not write or make changes to policies/regulations. Proposed new or revised policies/regulations are written and submitted to the President's Leadership Council for review by the area of responsibility.) Council members review new policies/regulations or changes to existing policies/regulations. If a major issue is found during review, consultation will take place in order to resolve the conflict before the recommendation is sent to the Board (See Regulation 1001 and 2009).
3. Will serve as a consultative body for the Superintendent-President on issues of college leadership and matters of college-wide importance, other than those which are subject to consultation with the Academic Senate as academic and professional matters and with the bargaining units as contractual matters.

4. Council members are responsible for reviewing policies and regulations as requested and for consulting with and keeping their constituencies informed on issues discussed by the Council. The Council assists in communicating to and discussing policies/procedures with various college constituencies.

B. Planning Process and Planning Committee Structure

1. Planning Structure

The college's planning structure is comprised of the Educational Master Planning Committee and other specified planning committees. This structure is overseen and regularly reviewed by the Academic Council.

2. Planning Process

The college's planning process is coordinated by the Educational Master Planning Committee and reviewed annually. The process is published for ready access by the campus community.

3. Purpose

Planning committees are the principal committees that formulate and implement institutional planning, budgeting and progress review necessary to ensure institutional effectiveness. The purpose of the planning committees is to coordinate college planning efforts in fulfillment of the college's mission. The college's master plan and its planning process focus college attention on priorities through cohesive planning, budgeting, and review in order to increase college effectiveness. The Educational Master Planning Committee, in coordination with the other planning committees, identifies goals and objectives, prioritizes projects for funding and support, and develops processes to evaluate results according to the college's master plan.

4. Planning Committee Membership

The co-chairs of each planning committee serve on the Educational Master Planning Committee which coordinates all college planning activities. Educational Master Planning Committee membership includes a representative from the Associated Student Body and from the Classified Senate. The co-chairs of the Educational Master Planning Committee are the Academic Senate president and a vice-president appointed by the Superintendent-President. Planning committees are composed of faculty, classified and support staff, administrators, students, and community

representatives, as appropriate. Committees are led by two co-chairs, a faculty member appointed by the Academic Senate and an administrator appointed by the Superintendent-President.

5. Review of Committee Charges and Memberships

The Educational Master Planning Committee charge and membership are reviewed annually by the Academic Council. The list of other planning committees, their charges, and memberships are reviewed annually by the Educational Master Planning Committee as part of its coordination role for planning.

C. College Self-Study Process

1. Purpose

The Accreditation Steering Committee oversees the college's self-study process. The Standards Committees conduct an in-depth review of the college in accordance with the accreditation guidelines. Each committee's responsibility is to ensure accurate description of the area being reviewed, assess its effectiveness using the accreditation standards, and recommend any major improvements necessary to ensure institutional effectiveness.

2. Committee Membership

The Accreditation Steering Committee is composed of the co-chairs of each Standard Committee and the presidents of each college group as described in 2006.4. The Committee is co-chaired by a faculty member appointed by the Academic Senate and the Accreditation Liaison Officer.

Each Standard Committee is co-chaired by a faculty member appointed by the Academic Senate and an appointee by the Superintendent-President. Members include representatives of the college as described in 2006.4 and community members where appropriate. There is a balance on each committee between members who work within the committee's area of responsibility and people who are outside the area.

D. College Operational Committees

Operational committees and short-term task forces are responsible for making recommendations and decisions according to their charge.

Appointments to these committees/task forces are made by the appropriate groups.

2006.7      Related Policies

Policies and Administrative Regulations provide the framework upon which the Long Beach Community College District is governed and operated.

- A. The Policy on Policies (1001) outlines the Administrative Regulations for the initiation, development, dissemination of information, and recommendation of policies to the Board of Trustees for approval.
- B. The Policy on the Board of Trustees (2000) sets forth the organization, powers, duties, and other matters pertaining to the responsibilities and activities of the Board of Trustees in governing the college.
- C. The Policy on the Role of the Academic Senate in Shared Governance (2009) identifies the Academic Senate as the official body representing faculty in shared governance related to primary and mutually agreed responsibilities on academic and professional matters. This unique role, established by AB1725, is set forth in Title 5.
- D. The Policy on the Role of the Classified Senate in Shared Governance (2012) identifies the Classified Senate as the official body representing all classified staff (all classified employees, including unit and nonunit members, confidentials, manager/supervisors, and classified administrators) in governance participation exclusive of collective bargaining issues.
- E. The Policy on the Role of Students in Shared Governance (2010) identifies the Associated Student Body Cabinet as the official body which represent the students in shared governance and the manner in which they shall be consulted on policies and procedures that have a significant effect on students.