



Origination 4/8/2003
Last Approved 3/5/2021
Effective 3/5/2021
Last Revised 3/5/2021
Next Review 3/4/2024

Owner Diane Ryan: VP-
Academic Affairs
Area 3.0 Academic
Systems

Instructional Governance, 3.01

OPERATIONAL POLICY STATEMENT

Decisions regarding the creation of or changes in institutional programs must involve a broad range of participation by affected groups. However, the weight of these voices may differ depending on their relative responsibilities.

- *"We will encourage cooperation, straight talk, intelligent risk, innovation, and a positive atmosphere of mutual respect in the learning and working environments."*

Planning is a central, continuing concern of the academic community. Effective planning requires an exchange of information and opinion among constituents of the College. Channels of communication should be established and maintained by joint endeavor. The Board, President, faculty and staff should seek input on basic decisions regarding buildings and other facilities to be used in the educational work of the institution.

PROCEDURE

The Faculty Association is represented in instructional governance through the Faculty Senate and its standing committees including curriculum, academic standards, student learning outcomes assessment, faculty affairs, and professional growth. The Faculty Senate President will submit all operational policy recommendations to the Vice President of Academic Affairs for administrative review. The Vice President of Academic Affairs will conduct a comprehensive review of the recommendations with appropriate college units and/or college committees including but not limited to the Executive Leadership Team, Instructional Council, Human Resources, Student Development, and Administrative Management. The Vice President of Academic Affairs will forward recommended operational policy, as presented by the Senate or with modifications, to the college President. The college President reviews the proposed operational policy and forwards recommended operational policy, as presented or with modifications, to the District Governing Board for review and action. At any time in the process, the

operational policy may be remanded back for further research, development, or revision.

OPERATIONAL POLICY HISTORY

Adopted April 8, 2003

Revised to "Operational" Policy, owner reassigned, and changed Vice President for Instructions & Development to Vice President of Academic Affairs 3/5/2021

Transferred to PolicyStat 12/1/2021

Approval Signatures

Step Description

Approver

Date

RETIRED