

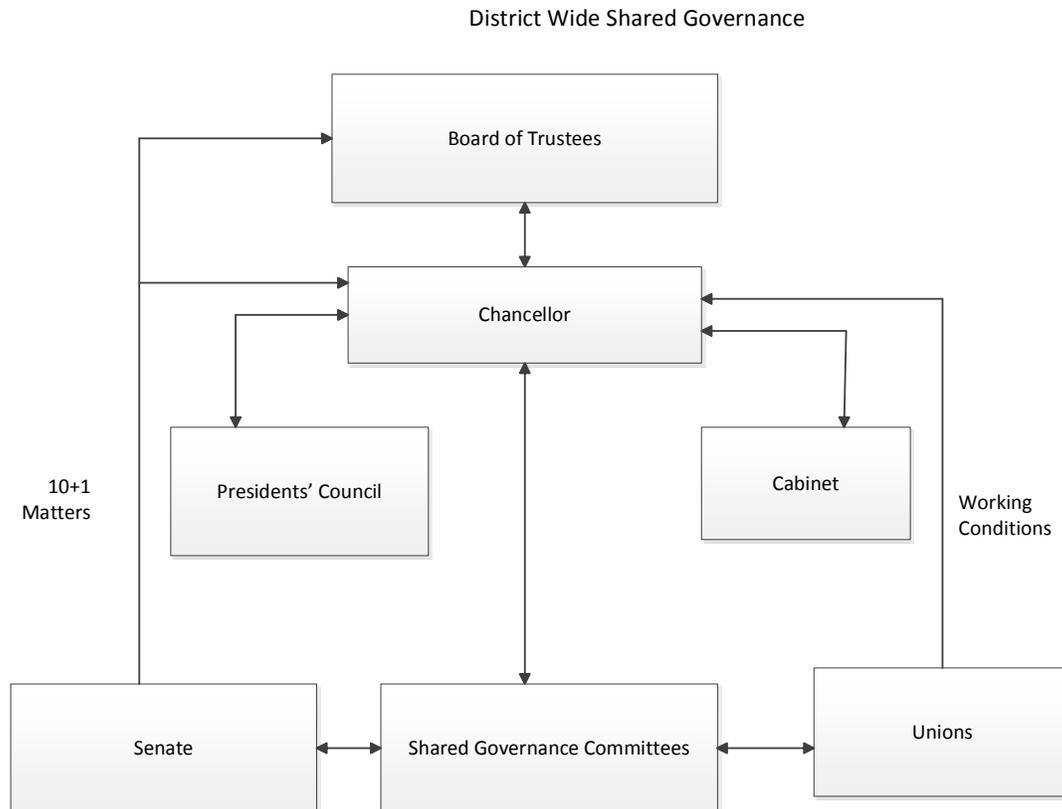
History and Background:

In 1994, the Los Angeles Community College District developed its consultation process for implementing a practice of shared governance. This model was built into District procedures through Chancellor's Directive 70, which was signed in 1995. Over the last two decades, the District has continued to work on its systems of shared governance, decision-making and communication. There have been multiple changes in committee and organizational structure. Chapter XIII Article I of the Board Rules defines the role of the Academic Senate and the process for engaging in collegial consultation on academic and professional matters. Based on a review of the existing procedures and Board Rules and an evaluation of the decision-making process, the following changes are being proposed.

The first recommendation is that Chancellor's Directive 70 be adopted as an administrative regulation that can be regularly reviewed by all constituency groups. This will ensure effective input into the consultation process and a cycle of continuous quality improvement. Second, the new procedure calls for the development of a conference committee. In the review of recent decisions, it was recognized that alternate recommendations often bounced between the consultation groups for extended periods of time. Lastly, the recommended changes include a clear differentiation between communication of decisions that are operational and those stemming from consultation on those matters of shared governance. The following flow charts and information are provided as the recommended consultation processes.

Consultation Process

For matters of shared governance and policy, the following process has been developed. Recommendations regarding the 10+1 will originate from the District Academic Senate. Should matters under 10+1 be discussed in shared governance committees, they will be referred to the District Academic Senate. It is recognized that different groups may need to weigh in on the same manner. The model promotes the communication of recommendations between the shared governance groups, the academic senate and the unions, when there are matters involving working conditions. On matters of working conditions, the unions will make direct recommendations to the Chancellor. On matters of 10+1, the senate will make recommendations to the Chancellor/Board of Trustees. Following recommendations to the Chancellor, he or she will engage the President's Council and the Cabinet to review and provide input on these recommendations. The Chancellor will then be able to weigh all input and make a final decision. Should the recommendation be related to policy, the Chancellor will forward final recommendations to the Board for review and approval. Upon completion of the process, notice of the final decision will be provided to all groups in conjunction with a timeline for implementation.



Operational Consultation

On issues related to operations, the District relies on its consultation groups, including councils and committees. Recommendations regarding operations are expected to go through the councils and their associated committees prior to making a recommendation to the Chancellor. On issues related to academic and professional matters, recommendations should be reviewed by both the councils and the District Academic Senate. On issues that may impact working conditions, the recommendations should be reviewed by the respective bargaining units.

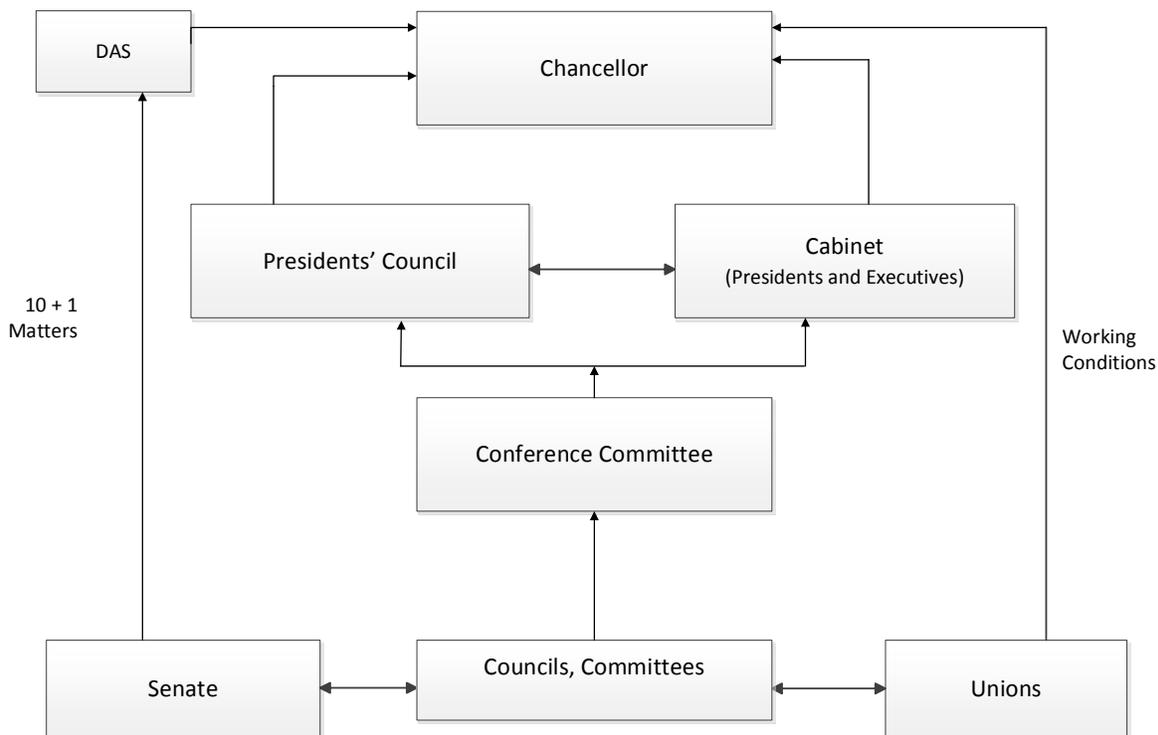
The consultation process is built on the development of mutual understanding and a commitment toward consensus. Through this process, it is recognized that different constituent groups may have divergent recommendations derived from their specific frame of reference and expertise. The Conference Committee is the venue designed to review all recommendation and evidence to provide a final recommendation the Cabinet/President's Council.

This proposal calls for convening a Conference Committee only in situations in which the groups cannot come to agreement on a recommendation. The Conference Committee's recommendation will be the official recommendation resulting from the consultation process. All background information used to develop the recommendation will be provided to the Cabinet/President's Council, including the original recommendations from the constituent group(s). When it is identified by any constituent group that the consultation process has failed to reach consensus, the District's Executive Staff member overseeing the decision will call for a conference committee. The Executive Staff member will work with all those

involved in the decision-making process to develop the membership of the committee. The makeup of the Conference Committee will differ depending on the recommendation being reviewed. Each group should select a representative with the requisite knowledge and expertise to make an informed decision on the matter at hand. Each member of the committee must be empowered by the constituent group he/she represent to make the final recommendation. Should the Conference Committee fail to reach consensus, the recommendation will be the result of the majority vote of the Conference Committee.

All recommendations will be reviewed by the President’s Council and Cabinet for review and input and further feedback will be provided to the Chancellor who will make the final decision. Upon completion of the process, notice of the final decision will be communicated to all groups in conjunction with a timeline for implementation.

District Wide Operational Consultation



Glossary

Cabinet – An advisory group to the Chancellor constituted by the nine college presidents and the District executive staff (deputy chancellor, vice chancellors, chief facilities executive, general counsel).

Conference Committee – An ad hoc committee brought together to make a final recommendation on a particular matter. Constituted by a unique membership to be determined on a case by case basis and selected by each constituency group involved in the matter at hand.

Councils – Operational councils made up of the vice presidents from the colleges. Councils are the **Chief Instructional Officers Council**, the **Chief Student Services Officers Council** and the **District Administrative Council**. The following committees report to the Councils:

Curriculum and Schedule Deans Committee

Career and Technical Education Deans Committee

CalWORKs Coordinators Committee

District Research Committee (DRC)

District Distance Education (DE) Coordinators

Disabled Student Programs and Services (DSPS) Coordinators

EOP&S Directors' Committee – Region 7 Collaborative

Child Development Center Coordinators

Student Success and Support Program (SSSP) Coordinators

Financial Aid Managers

District Admissions and Records Committee

Associated Students Organization (ASO) Advisors Committee

International Student Advisors Committee

Business Office Managers

Bookstore Managers Committee

District Technology Committee

District Admissions and Records

Schedule Production Deans Committee

Equal Opportunity Advisory Committee

District Academic Senate (DAS) – Constituted by the nine college academic senate presidents and the elected DAS executive members.

President’s Council - An advisory group to the Chancellor constituted by the nine college presidents.

Shared Governance Committees – the district-level shared governance groups used to make recommendations to the Chancellor and include the **District Budget Committee** and the **District Planning Committee**.