

Shared Governance Review Council

Report on Shared Governance

Administrative Rule 3.05.005, "Shared Governance Process,"^[1] directs the Shared Governance Review Council to report at least annually to the Board of Trustees, the President, and to ACC faculty, staff, and students regarding shared governance processes and procedures. The report includes a review of:

- representative decision-making structures and processes
- representation on decision-making bodies
- compliance with policy regarding shared governance
- Shared Governance Council composition and activities

This report on the state of shared governance in the College for the 2003-2004 academic year has been compiled pursuant to the "Processes and Guidelines"^[2] of the Shared Governance Review Council. Input was solicited from the employee organizations, student government, and from the administration. We received input from the Adjunct Faculty Association, from the Classified Employee Association, and from representatives of deans and department chairs.

Shared Governance Structures and Processes

The central values of ACC's policy concerning shared governance are inclusiveness, transparency, and accountability to stakeholders. Participatory bodies make recommendations to administrators, who are responsible not only for decision-making, but also for "closing the loop" with stakeholders concerning these recommendations. There has generally been improvement in adherence to these values in the ACC community, and there are encouraging indications that decision-making in the College is increasingly informed by the shared governance policy and administrative rule.^[3] We will here review two instances to illustrate this point.

A controversy arose early in the academic year over ACC's athletics program initiative. Late in the year, the Full-time Faculty Senate submitted a Request for Review, pursuant to administrative rule and the "Processes and Guidelines" of the Shared Governance Review Council. Although a variety of concerns were raised by the Full-time Faculty Senate, internal organizations, and other members of the ACC community, the issue of concern to the Shared Governance Review Council is the decision-making process itself, rather than the particular outcome of any course of decision-making.

It was apparent that the decision-making process leading to the establishment of the athletics program was flawed, but Dr. Kinslow, serving both as Executive Vice President and Interim President of the College, adequately addressed the procedural concerns in his memo of 5 February 2004. In that memo, Dr. Kinslow stated, "Any proposals to establish any future inter-collegiate program ... must be reviewed by the Student Services Council, with input from all recognized employee organizations and the Student Government Association."^[4]

The view of the Council is thus that this issue did raise concerns about the decision-making process, but those concerns were appropriately and adequately addressed by the administration. Dr. Kinslow's statement addresses concerns regarding decision-making processes and affirms the administration's adherence to the values of ACC's shared governance policies. Consequently, the Shared Governance Review Council's response to the Request for Review by the Full-time Faculty Senate is included in this annual report, inasmuch as Dr. Kinslow's memo was released considerably before the request for review was submitted.

There has also been concern over several comments of ACC Board of Trustees members concerning participation and input from the ACC community. In each case, the Board has responded by reaffirming commitment to the values of the shared governance policy. The Council applauds these "self-corrections" not only as adherence to the values of shared governance, but also as an indication that Board members are cognizant of the need to model these values for the ACC community.

Representation on Decision-making Bodies

The Shared Governance Review Council originally planned to include the review of representation on participatory bodies in the annual report; however, this timing means that recommendations to the administration concerning representation will come after the composition of many participatory bodies will have been established. For this reason, the Shared Governance Review Council has resolved to make such review of representation a separate activity, completed by February 1 of each academic year. This will allow an adequate period for response to any recommendations the Council may have concerning the composition of participatory bodies.

Shared Governance Review Council Composition and Activities

In Section 4 of the "Shared Governance Report," of the "Processes and Guidelines" states the annual report will include:

1. a review of membership in the Shared Governance Review Council and adjustments in representation to assure adequate representation to employees and students.
2. a review of Shared Governance Review Council internal processes and guidelines.
3. a review of Council activities, including a summary of Council actions on Review Requests.

Review of Shared Governance Review Council Composition

Section 4, "Monitoring Shared Governance," of the administrative rule states the Shared Governance Review Council "will review its composition each year and make adjustments to assure the broadest possible participation of stakeholder groups within the ACC community." Currently, the Council is composed of twenty members of the College associations and functional groups with the following breakdowns:

- Adjunct Faculty Association (2 seats)
- Classified Employee Association (2 seats)
- Full-Time Faculty Senate (4 seats)
 - Librarian
 - Counselor
 - Academic Faculty
 - Workforce Faculty
- Professional/Technical Employees Association (2 seats)
- Student Government (2 seats)
- Administrative Leadership Team (2 seats)
- Department Chairs/Deans (2 seats)
- At-large members (4 seats)

At-large members are chosen by the Shared Governance Review Council from a pool of volunteers who submit their names at the end of the spring semester. All other members are selected by their representative group and assigned to the Shared Governance Review Council through that group. Service on the Shared Governance Review Council is for two years.

Review of Shared Governance Review Council Activities

In the 2003-2004 academic year, the first year of the Council's operation, the following activities were undertaken:

1. a Chair, a Chair-elect, and a Recorder were elected from the membership by a minority vote at the first Council meeting of the academic year.
2. the formulation of the internal processes of the Shared Governance Review Council was completed, culminating in the document "Processes and Guidelines," which was approved by each of the College associations/groups.
3. Requests for Review: The Shared Governance Review Council received only one formal Request for Review, namely, the request by the Full-time Faculty Senate to review concerns regarding the athletics program. As discussed above, given the circumstances of the matter at issue in the request, the Council addressed those concerns in the current report.

Conclusion

The Shared Governance Review Council is now fully operational, has defined internal procedures to conduct the business of the Council, and is prepared to fulfill its role in ACC's shared governance process, as specified in College policy.