

Report of the Shared Governance Review Council
October 4, 2010

Board [Policy C-5](#) Open Communication and Shared Governance is put into effect at ACC principally through a system of Committees that make recommendations to Councils, and Councils that make recommendations to the President, who makes the final decisions. The membership of such Councils and Committees must appropriately represent the college, including both members with the relevant expertise and members who effectively represent each of the relevant ACC constituencies, if the recommendations are to effectively guide the President towards appropriate decisions. When the President's final decision differs from the recommendation of a Council, the President will explain why the recommendation was not followed, so that the ACC community is informed and can see that recommendations are taken seriously even when not followed. This structure of shared governance is implemented at ACC in accordance with [Administrative Rule 3.05.005](#) and is presented in detail in the document [Shared Governance at ACC](#).

According to Policy C-5, "Shared Governance is a collaborative decision-making process...." As noted above, we have a system of shared governance within which a collaborative process is used to provide recommendations to support the decision-making for which President is ultimately responsible. Like any complex system, it is in need of continual monitoring and improvement. Accordingly, Policy C-5 directs that "The implementation of shared governance should involve self-correcting and self-monitoring processes...." In accordance with this directive, Administrative Rule 3.05.005 also includes provisions calling for a Shared Governance Review Council (SGRC) that "...monitors the implementation of and compliance with college policies and administrative rules concerning shared governance."

In fulfillment of this role, the SGRC, in addition to performing its routine assessment of the structure, functions, and membership of Councils and Committees at ACC, has recently:

- 1) Overseen the development of a professional development module addressing shared governance so that staff and faculty can get professional development credit as they become more familiar with the decision making processes of the College and how they can participate in and influence those processes.
- 2) Implemented a system of annually emailing both the Chairs of Councils and Committees and all of the members of Councils and Committees directing them to the resources that will remind them of their specific responsibilities and through which they can learn more generally about shared governance at ACC.
- 3) Reviewed and revised its annual calendar to more effectively meet its duties.

The role of the SGRC also includes the responsibility to review cases in which any member of the ACC community alleges that a decision has been made in a manner that fails to comply with the ACC rules regarding shared governance. Since our last report, there have been two requests for review.

The principal complaint in the review request of 1/22/09 was that "The Facilities & Construction administrator(s) violated ACC's shared governance policy by failing to involve the Recycling

and Sustainability Committee at any step in the creation and posting of the newly created Environmental Stewardship Director position for the College.” The SGRC determined that this matter entailed no failure to meet the requirements of shared governance.

The principal complaint in the review request of 3/10/09 was that the College was out of compliance with Shared Governance policy by not holding SGRC meetings in FY 2007 and FY 2008, and consequently SGRC duties identified in Board Policy C-5 and Administrative Rule 3.05.005 were not fulfilled during those years. The SGRC report concluded that the complaint was correct and included several recommendations as to how to assure future compliance with the Board Policy and the Administrative Rule. These recommendations have been partially implemented and in other respects determined by Dr. Kinslow to be unnecessary.

This report is respectfully submitted by,
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