

## GOVERNANCE RE-DESIGN

### **FORWARD**

In fall 2022, President Gutierrez formed an ad hoc task force to assess the current governance structure at Hartnell College, review the governance structure re-design presented in 2021/2022, and provide recommendations for a new governance model.

To guide the process, the following questions were guiding principles for the task force:

- Can governance at Hartnell College be more EFFICIENT?
- Can governance at Hartnell College better support GUIDED PATHWAYS?
- Can governance at Hartnell College stress STUDENT SUCCESS AND EQUITY?

### **COUNCILS AND COMMITTEES**

After the creation of various approaches and models, a new governance structure has been proposed. In this structure:

College Planning Council becomes the Hartnell College Council

- Subcommittee: Accreditation

Five additional councils will oversee key areas of campus governance. These include:

Academic Affairs Success

- Subcommittee: Strategic Enrollment Management

Equity Assurance

- Subcommittee: EEO/Diversity
- Subcommittee: Professional Development

Institutional Resources

- Subcommittee: Advancement Committee
- Subcommittee: Safety Committee

Student Affairs Success

- Subcommittee: Advisory Research Group

Technology Learning Support

Changes to the existing governance structure include:

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## **MEMBERSHIP**

All councils have tri-chairs (one administrator, one faculty, one staff) who will determine the agenda for each council and oversee meetings. For months that the Academic Affairs Success Council and the Student Affairs Success Council meet jointly, the tri-chairs for both Councils will determine the agenda collaboratively.

All councils have membership reflecting equal representation between administrators, faculty and staff. Council membership is designed to best serve the focus of each council.

Final membership of each council and subcommittee will be determined by each constituent group (administrator, faculty and staff). Unless designated to a council by de facto role (College Superintendent, CSEA President, Academic Senate President, etc.), and absent constituency group criteria for member selection/eligibility (e.g. bylaws, collective bargaining agreement, etc.), it is recommended that members should be elected by their constituent group via a democratic and transparent election process.

All councils have student representation. Councils will have four students per council, each representing a different Meta Major. Students are voting members. All student members will receive a stipend and/or other incentives for their service.

All council subcommittees should align handbooks to include representation from all four groups (administrators, staff, faculty and students).

Membership of all councils and subcommittees is open to all District campuses and centers, and participation from all campuses and centers should be robustly pursued.

Constituent groups may assign alternates who fill-in for regular council members when needed. Alternates may vote on behalf of the regular member but should abstain if there is no knowledge of the action item.

If a council member is no longer able or willing to fulfill their duties, they may ask the tri-chairs to seek a new appointment for their position.

Unless specified in council and subcommittee by-part-time faculty representation.

-time or

## **MEETING PROTOCOLS**

inclusion in practices, procedures and standards.

appropriate training provided by the District as needed.

All councils and subcommittees will meet in a hybrid format (face-to-face w/an online option, except when required by law to meet face-to-face).

It is recommended councils meet once a month, on Fridays, to allow for maximum participation from student members.

For agenda items requiring a vote, 2/3 of quorum is required for an affirmative vote, with at least one vote in the affirmative from each of the employee constituencies (administrator, staff, and faculty).

For initiatives and/or policies with District-wide implications, the Hartnell College Council must receive the first read to provide feedback, and should be the last read with approval after the appropriate stakeholders, councils, and committees have provided additional feedback.

## **INITIATING AND MAINTAINING THE COUNCILS**

April 2023 will be used to solidify as many council charges as are reasonably possible. Councils may need to finalize or revise their handbooks in the fall of 2023.

After the first year, constituents will help determine whether the Academic Affairs Success Council and the Student Affairs Success Council should merge permanently or maintain the hybrid collaboration/autonomy approach in this model.

The Governance councils should evaluate their own progress and success every two years.

After a starting period of three years, the Governance councils may request the Hartnell College Council review the new governance model to make necessary adjustments. HCC will first use equity as a guiding priority before reducing the number of members on councils or the voting standards to pass measures.

The Governance councils should review and update their purpose statement and responsibility sections of the handbook every five years.

## **SHARED GOVERNANCE COMMITMENT TO GUIDED PATHWAYS**

To help instill Guided Pathways into the shared governance structure at Hartnell [Four Pillars of Guided Pathways](#)

All college councils and their subcommittees will have the following charge for their individual handbooks.

*The (name of council/subcommittee) is dedicated to providing student-centered decision making in all we do. The Four Pillars of Guided Pathways direct all initiatives:*

- *How can we contribute to creating clear curricular pathways for students leading to employment and further education?*
- *How can we help students choose and enter their pathway?*
- *How can we foster an environment where students stay on their path?*

- *How can we ensure that learning is happening with intentional outcomes?*

At the start of each meeting, it is recommended a member of the council or subcommittee will read the charge to group members as a way to center and ground upcoming discussions through a deliberate Guided Pathways focus.

