

HARTNELL COMMUNITY COLLEGE DISTRICT

AP 2510

Likewise, Academic Senate representatives have the responsibility, when requested, to confer with the board's delegated administrators and to respond to their proposals and recommendations.

Individuals who represent the faculty as a whole on collegial governance issues and advisory committees unrelated to working conditions and compensation shall be recommended by the president of the Academic Senate with concurrence of the Academic Senate.

Administrator Role in Collegial Governance

The Board of Trustees defines the scope of responsibilities and delegates the authority of Hartnell Community College District administrators through job descriptions and board policy.

The superintendent/president has primary responsibility for the quality of the institution he/she leads and, as appropriate, delegates the authority to administrators and others consistent with their responsibilities, and sets the goals and priorities for the institution.

Administrators shall be provided with opportunities to participate collegially in the formation and development of district policies and procedures that have significant effect on the college.

Administrators include all educational and classified administrators as defined by the Education Code and Title 5.. Administrators provide leadership and direction for the college community, facilitate collaboration and communication among departmental administrators, and serve as a resource in achieving shared goals.

All administrators have supervisory duties related to budgets, personnel, and operational responsibilities. Major governance responsibilities include the following:

Classified Employees Role in Collegial Governance

In accordance with provisions of Title 5 of the California Code of Regulations, the board recognizes the right of classified employees to participate in the collegial governance of the college and further acknowledges the benefit of such participation to the college and its students.

The board recognizes the California School Employees Association (CSEA)⁴

related to the hiring and evaluation of administrators, faculty, and staff members. Except in unforeseeable, emergency situations, administrators and the board shall not take action on a matter having a significant effect on students until it has provided students with an opportunity to participate in the formulation of the policy or procedure or the joint development of recommendations regarding the action.

The board acknowledges the following as areas that have or may have a significant effect on students:

- A. Grading policies.
- B. Codes of student conduct.
- C. Academic disciplinary policies.
- D. Curriculum development.
- E. Courses or programs that sh cTJETBT1 0 0 1 219.17 532.7a(i)10(p)-4(9.17 532057.42 Tm{)JTJETq@MC /P s

HARTNELL COMMUNITY COLLEGE DISTRICT
BOARD POLICY AND PROCEDURE
ROUTING/TRACKING FORM

Review and consideration to approve by the various governance groups is requested Yes No Courtesy Review
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Policy/Procedure # _____ Policy/Procedure Name _____

New Revised Replaces existing policy/procedure: _____

New policy/procedure or revisions initiated/proposed by: _____

Reason for new policy/procedure or revisions: _____

Reviewing Group	Date Out	Forward by
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Routed to		
Academic Senate President	_____	_____
HCFA President	_____	_____
CSEA President	_____	_____
L-39 Chief Steward	_____	_____

Hartnell College Faculty Date of Action:

_____ Council Date of Action: _____

Recommend approval

Recommend approval with changes

Do not recommend approval

Comments:

_____ Council Date of Action: _____

Recommend approval

Recommend approval with changes

Do not recommend approval

Comments:

_____ Council Date of Action: _____

Recommend approval

Recommend approval with changes

Do not recommend approval

Comments:

Superintendent/President Date of Action: _____
Executive Cabinet

Recommend approval

Recommend approval with changes

Do not recommend approval

Comments:

First Reading

Second Reading

Board of Trustees