

Upon request of the Academic Senate, the board's delegated administrators, shall confer with the Academic Senate regarding recommendations or proposals by the Academic Senate. If parties to the discussion do not reach consensus, the Academic Senate may present its views to the board, and the board shall consider and respond to such views.

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:

- A. Recommend appointment of administrators to serve on governance committees.
- B. Serve in an advisory role to the superintendent/president.
- C. Make recommendations to the superintendent/president on actions by governance committees related to board policies and administrative procedures that have been routed to administrators.
- D. Make recommendations to the superintendent/president on district budgets.
- E. Make recommendations to the superintendent/president on district operations, plans, policies and procedures.
- F. Promote the appropriate inclusion of students, faculty, and staff in making recommendations to the superintendent/president.
- G. Serve as a resource to the superintendent/president, the Board of Trustees, and district faculty and staff.

Classified Employees Role in Collegial Governance

In accordance with provisions of Title 5 of the California Code of Regulations, the board

The AHSC has the authority to select student representatives for participation on college committees, task forces, and other governance groups. The board will give reasonable consideration to recommendations of students with regard to college policies and procedures 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 should be initiated or discontinued.
- F. Processes for institutional planning and budget development.
- G. Standards and policies regarding student preparation and success.
- H. Student services planning and development.
- I. Student fees within the authority of the district to adopt.
- J. Any other district and college policy, procedure, or related matter the board determines have or will have a significant effect on students.

See Board Policy 2510

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