



PARTICIPATORY GOVERNANCE IN CONTRA COSTA COMMUNITY COLLEGE DISTRICT (4CD)

HISTORY, ROLES, AND RESPONSIBILITIES

4CD Chancellor's Office September 5, 2023





ORIENTATION FOR DISTRICT GOVERNANCE COUNCIL (DGC)



Five Areas of Decision-Making

1. Academic and Professional Matters (Academic Senates)
2. Labor Related Matters (unions and districts)
3. Administrative Matters (work groups and management team)
4. Public Interest Matters (Governing Board and Chancellor)
5. Policy/Procedure, Strategic Goals, and Budget Matters (DGC and College Governance Councils)



PARTICIPATORY GOVERNANCE

- State Law
- 4CD Policies and Procedures
- ACCJC Standards
- DGC Bylaws



THE MANDATE FOR PARTICIPATORY GOVERNANCE AB 1725 (September 19, 1988)

- The Education Code is the *statutory basis* for participatory governance, requiring districts to offer opportunities for faculty, staff, and students to provide input into district/college governance.
- The State Board of Governors is the *regulatory basis* for participatory governance.
- Through the Education Code, the State Legislature directed the State Board of Governors to adopt regulations to implement this general direction – these regulations appear in Title 5 of the California Code of Regulations.



PARTICIPATORY GOVERNANCE

- Participatory governance is an important feature of community college district governance. Title 5 regulations outline requirements for participatory governance between district boards and their faculty, staff, and students.
- The specific obligations of participatory governance vary from district to district because each district determines the exact scope of its own participatory governance responsibilities.



PARTICIPATORY GOVERNANCE (continued)

- AB 1725 models for district and college participatory governance were first presented to the Governing Board on March 25, 1992.
- The 1992 proposed model for 4CD participatory governance has, over time, become known as the DGC Bylaws, with revisions approved by the Governing Board in 1993, 1994, 1995, 2004, 2005, 2006, 2008, 2013, 2014, and 2019.



4CD POLICIES AND PROCEDURES

- Two policies, approved by the Governing Board, are the pillars of 4CD's institutional leadership, governance, and decision-making structure; and its model to ensure institutional effectiveness and adherence to ACCJC requirements:
 - Board Policy 1009, [Institutional Leadership, Governance, and Decision-Making](#), and
 - Board Policy 1012, [Institutional Effectiveness: Planning, Assessment and Continuous Improvement](#).



4CD POLICIES AND PROCEDURES (continued)

- [Board Policy 1012](#) and [Administrative Procedure 1012.01](#), ensure there is a regular cycle of review for 4CD's governance and decision-making processes.
- [Board Policy 1009](#) details the five components of 4CD's governance and decision-making structure, for which AB1725 mandated two of those components: institutional governance and academic and professional matters.



4CD POLICIES AND PROCEDURES (continued)

Specific to DGC, [Board Policy 1009](#) indicates:

- the role of each constituency group in governance is delineated in [Administrative Procedure 1009.01](#); and
- the role of DGC is to discuss and debate issues of 4CD importance and to provide recommendations on policies and procedures, in addition to serving as the 4CD Budget Committee.



4CD POLICIES AND PROCEDURES (continued)

- The following Administrative Procedures delineate DGC's role in reviewing and providing recommendations on all 4CD policies and procedures:
 - [AP1001.01, Process to Introduce New or Revise Existing Governing Board Policies;](#)
 - [AP1009.02, Process to Reach Agreement between the Governing Board and the Faculty Senates Coordinating Council on Districtwide Policies and Procedures Governing Academic and Professional Matters; and](#)
 - [AP1900.03, Administrative, Business, Curriculum and Instruction, Human Resources, Payroll, and Student Services Procedures.](#)



ACCREDITATION REQUIREMENTS RELATED TO DGC FUNCTIONS

- Standard 4: Governance and Decision Making
- The institution engages in clear and effective governance practices that support the achievement of its mission. Governance roles and responsibilities are delineated in widely distributed policies, and institutional decision-making processes provide opportunities for meaningful participation and inclusion of relevant stakeholders.



ACCREDITATION REQUIREMENTS RELATED TO DGC FUNCTIONS (continued)

- Standard 4.2.
- Roles, responsibilities, and authority for decision-making are clearly defined and communicated throughout the institution. The institution's structure for decision-making provides opportunities for stakeholder participation and ensures the inclusion of relevant perspectives.



ACCREDITATION REQUIREMENTS RELATED TO DGC FUNCTIONS (continued)

- Standard 4.3.
- The institution's decision-making structures are used consistently and effectively. Institutional decision-making practices support a climate of collaboration and innovation that advances the mission and prioritizes equitable student outcomes.



DGC BYLAWS

The DGC Bylaws provide guidance for the agenda, minutes, and general operation of DGC, along with the selection process and term limits for members.

In addition, the DGC Bylaws which follow also address the purpose, scope, and representation for DGC.



DGC BYLAWS - PURPOSE

- Provide a forum for the participation of representative groups to meet, discuss and debate issues of 4CD interest while acknowledging the autonomy of the individual colleges.
- Influence 4CD policies and procedures by making well-informed decisions and forwarding them as recommendations to the Chancellor.
- Regularly evaluate 4CD's governance and decision-making structures and processes in order to assure their integrity and effectiveness, communicating the results of the evaluation and using it as a basis for improvement.
- Serve as the 4CD Budget Committee.



DGC BYLAWS - SCOPE

- Recommend a process for determining fiscal and personnel allocations and procedures.
- Participate in developing and promoting 4CD goals, priorities, and long-term planning.
- Participate in making recommendations regarding proposed program development for which there are 4CD fiscal implications.
- Review and make recommendations regarding Board Policies, Administrative Procedures, and all other formal 4CD procedures.
- Discuss any topic in which equity or uniformity among the locations/colleges is an issue.
- Discuss any other 4CD matters as deemed appropriate by the group, except as excluded by defined scope.



DGC BYLAWS - REPRESENTATION

- The following four constituencies will be represented by eight persons each, selected by site:
 - faculty;
 - classified professionals;
 - managers/supervisors; and
 - students.

- Plus, there is a representative of each state-approved center from amongst the 32 total members.



PARTICIPATORY GOVERNANCE OBLIGATIONS VERSUS BARGAINING OBLIGATIONS

It is critical to recognize the difference between participatory governance obligations and collective bargaining obligations.

- The Board of Governors' regulations verify that participatory governance obligations must not undermine collective bargaining obligations.
- Districts are required to collectively bargain the terms and conditions of employment with the exclusive representatives of faculty and staff. By contrast, districts are required to meet their participatory governance obligations with faculty on academic and professional matters and with staff on matters that have a significant effect on staff.



PARTICIPATORY GOVERNANCE OBLIGATIONS VERSUS BARGAINING OBLIGATIONS (continued)

A district cannot bargain the terms or conditions of faculty or classified employment with the Academic Senate or Classified Senate, and it cannot engage in collegial consultation with the faculty or classified unions.

These are separate responsibilities.



QUESTIONS

Thank you for participating in our governance process!

We look forward to working together.

