

semester or as needed for broad discussion and input. Electronic means of communications ranging from email to chat rooms (and technologies not yet envisioned) have to be employed with the expectation that everyone will be responsible for reviewing the messages in these media. Reliable and accessible written communications are a key to governance success and should include clear information on timelines and processes.

Additional activities that befit the energy and attention of the Shared Governance Council are assisting the President in assessing unforeseen or quickly developing opportunities for and threats to the college, and developing intervention strategies to address these. The Shared Governance Council also coordinates subcommittees and ad hoc task forces including oversight of the Financial Planning Model. (See COMMITTEES and TASK FORCES.)

**b. MEMBERSHIP**

The Council shall have three voting members from each major constituency (Classified Senate, Academic Senate and Associated Students). These voting members will be elected and ratified by their respective Senates and the Associated Students, for terms to be determined by the Senates and the Associated Students (but no less than one year). The representative members are selected by the criteria chosen by the respective constituency. The Senates and the Associated Students will annually give the President the names of their appointed members, preferably in the Spring semester in anticipation of the next academic year. The President will select the management representatives and notify the Associated Students and the Senates.

**COUNCIL MEMBERS:** The Council has only nine voting members, with equal representation from each non-management constituency. The President or the President's administrative designee will be the chair of the Council.

This model envisions that students may be paid and/or participate in a leadership class(es) for credit. To facilitate Council deliberations various "experts" from within and outside the college community may be called in to attend meetings and provide input and insight. Such experts may, for example, include governance committee chairs, union representatives, or the college research director. These experts will not have voting rights on the Council, but will be key to informed discussion and decision-making.

**\*The Curriculum Committee liaison is expected to share information on course and program issues that could affect planning and resource decisions now or in the future.**

<b>POSITION</b>	<b>DURATION</b>	<b>VOTE</b>
President or designee	Perennial	Chair - Nonvoting
Exec dean or President's designee	Perennial	Facilitator Nonvoting
3 students (min)	As appointed by AS	VOTING
3 faculty	As appointed by Academic Senate	VOTING
3 classified	As appointed by Classified Senate	VOTING
2 managers	As appointed by President	Nonvoting
Curriculum rep*	As appointed by Academic Senate	Nonvoting

**c. MEETINGS**

The Council meets regularly, generally twice each month during the academic year, to formulate charges for governance committees and evaluate recommendations and ongoing college initiatives for feasibility, effectiveness, and concordance with the Master Plan. Council discussions are open and meeting outcomes and Council decisions are communicated quickly and effectively to the entire college community.

**d. VOTING**

The Shared Governance Council has only nine voting members, with equal representation from each non-management constituency. When voting is necessary, the members of a constituency in attendance can cast all of the votes for that constituency e.g. the three classified votes can be cast by the one and only representative in attendance on any given day. The same rule applies to the Associated Students and Academic Senate members. The attending representative(s) may cast a total of three votes whether one, two, or three representatives are in attendance. Votes are recorded by the name of the voter/Shared Governance Council member – including those cast in absentia by another Council member.

The Council votes on all recommendations from shared governance committees, and takes advisory votes on Senate and Associated Students recommendations. The advisory votes are on whether to forward additional commentary to the President on the Senate or Associated Students