

## SHARED GOVERNANCE COMMITTEE CHARGE SHEET

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| Established                               | March 21, 2003                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Committee Charges                         | <ul style="list-style-type: none"> <li>The Shared Governance Council is a collective review forum where representative leaders validate the support and integrity of recommendations:               <ul style="list-style-type: none"> <li>Develop, review, and maintain College policies; and</li> <li>Review and provide input on District policy.</li> </ul> </li> <li>The Council assists with the synthesis of deliberation and planning across operational units of the College to whatever degree required, <del>including</del>. The Council will:               <ul style="list-style-type: none"> <li>Review and offer input on new and revised initiatives and projects;</li> <li>Support and guide institutional, educational, and facilities planning; and</li> <li>Keep in mind that operational units and the management team remain the primary implementers of College policy and agreed upon unit initiatives.</li> </ul> </li> <li>The Council facilitates bi-directional communication among the various constituencies, particularly between and among the Senates, regarding policy matters of importance to the entire College community. The Council will:               <ul style="list-style-type: none"> <li><del>Promulgate</del> Disseminate recommendations of college-wide importance;</li> <li>Provide reliable and accessible written communications;</li> <li>Support institutional coherence and employee morale; and</li> <li>Develop the "Monday Meeting Calendar," which includes multiple College Assemblies for program/institutional/district information and updates and create opportunities for broad discussion and input.</li> </ul> </li> <li>The Council manages the Resource Allocation Process, providing cross-constituent input on resource allocation using program review and institutional planning as the basis for allocation.</li> <li>The Council assists the President in assessing unforeseen or developing opportunities for and threats to the College and developing intervention strategies.</li> <li>The Council coordinates sub-committees and ad hoc task forces.</li> </ul> |
| Meeting Schedule                          | 2 <sup>nd</sup> & 4 <sup>th</sup> Wednesday of each month, 2:00 p.m. to 4:00 p.m.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Brown Act Requirement                     | SGC follows Brown Act requirements despite not being a legislatively determined body                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Quorum                                    | 50% +1 of filled membership seats                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Primary Accreditation Standards Supported | <p><b>Standard 1: Institutional Mission and Effectiveness:</b> The institution has a clearly defined mission that reflects its character, values, organizational structure, and unique student population. The mission outlines the institution's explicit commitment to achievement for all students and serves as a guiding principle for institutional planning, action, evaluation, improvement, and innovation.</p> <p>1.3. The institution holds itself accountable for achieving its mission and goals and regularly reviews relevant, meaningfully disaggregated data to evaluate its progress and inform plans for continued improvement and innovation. (ER 3, ER 11)</p> <p>1.4. The institution's mission directs resource allocation, innovation, and continuous quality improvement through ongoing systematic planning and evaluation of programs and services. (ER 19)</p> <p>1.5. The institution regularly communicates progress toward achieving its mission and goals with internal and external stakeholders in order to promote understanding of institutional strengths, priorities, and areas for continued improvement. (ER 19)</p> <p><b>Standard 4: Governance and Decision-Making:</b> The institution engages in clear and effective governance practices that support the achievement of its mission. Governance roles and</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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|                                | <p>responsibilities are delineated in widely distributed policies, and institutional decision-making processes provide opportunities for meaningful participation by relevant stakeholders.</p> <p>4.1. The institution upholds an explicit commitment to principles of academic freedom, academic integrity, and freedom of inquiry. (ER 13)</p> <p>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 consideration of relevant perspectives.</p> <p>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 promotes successful outcomes for all students.</p> |
| Chair(s)<br>Group Recorder     | <ul style="list-style-type: none"> <li>• Chair: College President (non-voting)</li> <li>• Senior Executive Assistant to the President (non-voting)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Committee Members              | <ul style="list-style-type: none"> <li>• 3 Classified Professionals (voting members, appointed by the Classified Senate)</li> <li>• 3 Faculty (voting members, appointed by the Academic Senate)</li> <li>• 3 Managers (voting members, appointed by the College President)</li> <li>• 3 Students (voting members, appointed by LMCAS)</li> <li>• Curriculum Committee Chair (non-voting)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Reporting Relationship         | Makes recommendations to the College President                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Committee Facilitation Process | SGC uses Robert's Rules of Order                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Potential Subcommittees        | <p><b>Reporting Subcommittees:</b></p> <p>Equal Employment Opportunity (EEO)</p> <p>Institutional Development for Equity and Access (IDEA)</p> <p>Planning Committee</p> <p>Professional Development (PDAC)</p> <p>Sustainability Committee</p> <p>Technology Advisory Group (TAG)</p> <p><b>Operational Committees:</b></p> <p>Enrollment Strategy &amp; Planning Committee (ESPC)</p> <p>Safety Committee</p> <p>Student Success Team Committee (SST)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Website                        | <a href="https://www.losmedanos.edu/sg/">https://www.losmedanos.edu/sg/</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Evaluation                     | To be conducted in April 2026 (proposed)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Last Updated                   | August 27, 2025 (under review)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |