

## Appendix A. Constituency Groups (Alphabetical)

The essential constituency groups that make up the Las Positas College consultation process are identified below:

### Academic Senate

The Academic Senate represents the faculty on all non-collective bargaining matters, in collegial consultation related to certain academic and professional matters as defined in Title V of the California Education Code. On these selected matters, the Board of Trustees will “rely primarily” upon the advice and judgment of the Academic Senate in the following areas listed in Ed Code Section 53201, which is consistent with Board Policy 2015:

- Curriculum, including establishing pre-requisites and placing courses in disciplines
- Degree and certificate requirements
- Grading policies
- Standards or policies regarding student preparation and success
- Faculty roles and involvement in the accreditation process, including the self-study and annual reports

The Academic Senate’s Constitution and Bylaws are available on the LPC website.

The Academic Senate will also participate through “mutual agreement”\* in the following areas:

- District and College governance structures, as related to faculty roles
- Policies for faculty professional development activities
- Processes for institutional planning and budget development
- Regulations and procedures relating to health and safety
- Educational program development
- Processes for program review
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Should there be recommendations developed by the Las Positas College Academic Senate that are in conflict with the Chabot College Academic Senate and need joint resolution, these issues shall be referred to the District Governance Council.

Senate representation from each Division is determined by a ration formula determined by the Senate and identified within the Las Positas College Senate Operating Rules. Senators from each Division are elected by a majority of the members of that Division. Senators from the part-time faculty are elected by a majority of votes cast by the part-time faculty. Senate terms are for one year, with a maximum of three consecutive years.

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\*In consulting collegially, the definitions that apply are:

*“Rely primarily” means that recommendations will be forwarded to the Board by the Academic Senate, after consultation with the President and Chancellor, and will be accepted by the Board in most cases. In instances where a recommendation is not accepted, the Board’s decision shall be based on a clear and substantive rationale that puts the explanation for the decision in an accurate, appropriate, and relevant context. If a recommendation is not approved, the Board or its designee shall promptly communicate its reason(s) in writing to the Senate. If such recommendations are not accepted, existing policies and procedures will remain in force.*

*“Mutually agree” means: Agreeing that the District governing board or such representatives as it may designate (Chancellor, President) and the representatives of the Academic Senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.*

## **Administrative Team**

The Administrative Team reviews all Board policies and Administrative procedures and recommends and develops college policies and procedures to ensure their timely implementation. The administration will exercise leadership and assume appropriate levels of shared decision-making responsibility in coordination with other governance groups in the formulation and development of policies and procedures which include the following areas:

- Curriculum
- Degree and certificate requirements
- Grading policies
- Administrative roles and involvement in accreditation processes, including the self-study and annual reports
- Student preparation and success
- College/district governance structures
- Professional development activities
- Institutional planning processes
- Budget development processes
- Program planning and staffing
- Regulations and procedures relating to health and safety
- Program review
- Administrator and classified hiring recommendations

Report to: College President

Chair: College President

## **Classified Senate**

The Classified Senate represents classified professionals on all non-collective-bargaining matters. Classified staff members that serve in instructional areas will be included in discussions and will have input regarding academic programs, delivery of services, and other academic issues that affect their professional duties. The Classified Senate is recognized based upon California Assembly Bill 1725 and incorporated into the California Education Code, Title III.

In addition, classified professionals, jointly with other constituency groups, will also be given the opportunity to participate actively in the formulation and development of policies and procedures in the following areas:

- Classified roles and involvement in accreditation processes including the self-study and annual reports
- Student preparation and success
- College/District governance structures
- Professional development activities
- Institutional planning processes
- Budget development processes
- Program planning and staffing
- Regulations and procedures relating to health and safety

Classified representatives are elected by majority vote from among all voting classified members. The Governing Council of the Classified Senate includes the President, 3 Vice Presidents, Treasurer, Secretary, and Ambassadors. The Past-President and the highest-ranking union officer at Las Positas College shall serve as non-voting advisory members. The term of office of Governing Council members is one year (July 1 – June 30) and may serve more than 1 term. Refer to the current Constitution and Bylaws posted on the LPC website for Senate representation of LPC buildings. Invited and encouraged to participate in this Senate are District I.T. and M&O staff based at LPC. The Classified Senate Constitution and Bylaws are available on the LPC website.

## **Faculty Association (FA)**

Updated per College Council December 12, 2019

The Faculty Association retains the right to appoint unit members to District and College level committees that are in direct association with the faculty contract (Faculty Association Contract, Article 4J). The Faculty Association consists of the following Faculty in the Bargaining Unit:

- Contract Faculty
- Regular Faculty
- Temporary Faculty
- Part-time (Adjunct) Faculty
- Unit Members
- Unit Members – Full-time

See the most current Agreement posted on the District Human Resources website for full descriptions and details. Current committees that fall within the framework include but are not limited to CEMC, Curriculum, Distance Ed, Staff Development, Health and Safety, Technology, Faculty Hiring and Prioritization, Program Review, Calendar, DEMC, PBC, District Educational Support Committee, District Facilities, and the District Funding Formula Committee.

## **SEIU Local 21 (Classified Union)**

Updated Fall 2013

SEIU Local 21 represents classified staff members (non-confidential, non-supervisory) on collective bargaining matters. The SEIU has been offered the right to appoint unit members to District and College committees by this Shared Governance document.

The employees of CLPCCD, working as free and responsible individuals, recognize the labor movement in general, and SEIU Local 1021, can be instrumental in improving our status and resolving the social and health problems of our community; therefore, we enter into a union and agree to adopt bylaws, as an instrument for concerted action and collective bargaining in the interest of our members.

See the most current Agreement posted on the District H.R. website for full descriptions and details.

## **Student Government**

The Las Positas College Student Government (LPCSG) represents the student body. Students, jointly with other governance groups, will be given the opportunity to actively participate in the formulation and development of policies and procedures in the following areas:

- Curriculum
- Degree and certificate requirements
- Grading policies
- Student roles and involvement in accreditation processes, including the self-study and annual reports
- Student preparation and success
- College/District governance structures
- Institutional planning processes
- Budget development processes
- Regulations and procedures relating to health and safety

Students are assigned to committees by the LPCSG. All LPCSG members serve on committees. Appointments are made based on interest, schedule, and mutual agreement of the LPCSG. LPCSG also provides representation on hiring committees for administrative positions. Committee members are required to give written reports to the LPCSG at their weekly meetings throughout the academic year. The Student Governments' Constitution and Bylaws are available on the college website.