****

**Table of Contents**

 **Page**

**Mission, Vision, Values, and Goals** 1

**Overview of Shared Governance** 3

**Shared Governance Flow Chart** 8

**College Governance**

College Roundtable for Planning and Budget 10

Leadership Council 11

**Senates**

Classified Senate 13

Faculty Senate 14

Associated Students of Berkeley City College 16

**Standing Committees**

 Assessment Committee 18

Curriculum Committee 19

Department Chairs’ Council 20

**Ad Hoc Committees**

 Bookstore Committee 22

 Commencement Committee 23

 Community Relations and Outreach Committee 24

 Scholarship Committee 25

 Safety Committee 26

 Teaching Learning Center Advisory Committee 27

 Technology Committee 28

The Shared Governance Manual, describing BCC committees with the annual list of active committees and the individuals who are members, will be maintained in the Office of the President.

Depiction of Planning and Budget Integration

and

Decision Making

*Board Decision Making*

Program Review

*Recommendation to the Chancellor*

Planning and Budget Integration
*Planning & Budgeting Council
Education Committee
Technology Committee
Facilities Committee*

*.
Recommendation to the President*

BCC Roundtable

Academic Senate
Classified Senate

Summarizing data

Conduct assessments

Dialogue

Enhancement

Plan methods
of assessment

SLO Defined
(Redefined)

BCC Councils, Committees, Division Meetings

BCC Leadership

**College Roundtable for Planning and Budget**

**Chair:** College President

**Membership:**

Vice President of Instruction,

Vice President of Student Services

Deans

Business and Administrative Services Manager

Director of Special Projects

Executive Assistant to the President

Faculty Senate President and 3 faculty appointees

Classified Senate President and 3 classified staff appointments

ASBCC President or designee(s)

**Length of Term:** Indeterminate

**How Selected:** Appointed by respective bodies

**Purpose**

The charge of the committee is to advise the administration on planning issues. Initially the charges will address the college strategic missions in the following ways:

* Give college-wide input on planning and budget
* Link planning documents to district missions and goals, strategic plans, and accreditation standards to inform budget decisions
* Review programs planned and in place in order to make recommendations as to what resources are needed for those programs. Develop a framework or model for this.
* Prioritize resource allocation based on recommendations that are informed by defined criteria and outcomes.
* Inform the college about strategic goals and the activities of this group.

**Recommends to:** College President

**Frequency of Meetings:** Twice per month

**Leadership Council**

**Chair:** College President

**Membership:**

Vice President of Instruction

Vice President of Student Services

Deans

Business and Administrative Services Manager

Public Information Officer

Faculty Senate President (or designee)

Classified Senate President (or designee)

Associated Student Body President (or designee)

Department Chairs Council Representative

The Executive Assistant to the President will send meeting notices and record action items from the meeting.

**Length of Term:** As long as position held

**How Selected:** By virtue of the position held

**Purpose**

The Leadership Council will:

* create, review, and revise committees;
* receive reports at least annually from all standing and ad hoc committees of the college;
* receive reports from district governance committee representatives and provide advice to the representatives in response;
* receive and review college procedural recommendations;
* adopt, review and revise college procedures;
* assess college needs to ensure systematic development of procedures;
* obtain constituent opinions;
* provide a venue for college-wide initiatives and provide a means of communication with the college community;
* discuss proposed changes in broad-based college processes before they are acted on or implemented by the College President;
* examine and discuss issues of college-wide importance in depth with the goal of ensuring that the institution as a whole is true to its mission, clear in its identity, and effective in serving students;
* consider issues brought forth from other bodies or from college constituencies and either (1) make a recommendation to the president or (2) refer the matter to another, more appropriate, body such as the College Roundtable for Planning and Budget;
* review, approve, and/or improve recommendations made by other bodies, as appropriate
* assess the effectiveness of the Leadership Council.

**Recommends to:** College President

**Frequency of Meetings:** Twice per month

Technology Committee

Membership

Reporting directly to the Roundtable, the Technology Committee serves the purpose of the shared governance decision-making process at BCC. The committee is composed of representatives from all constituency groups.

2012- Membership

Co-chairs:

May Chen, Ph.D. Vice President of Student Services

Leonard Chung Instructor, Computer Information Sciences/Business

Members:

Fabian Banga, Ph.D. Department Chair, Modern Language; Distance Education Coordinator

Linda Berry, Ed.D. Vice President of Instruction

Joshua Boatright Department Chair, Librarian

Ramona Butler Secretary, Student Services

Shirley Fogarino Public Relations Officer; Instructor, Business

Bryan Gibbs Multimedia Services
Vincent Koo Campus Network Coordinator

Roberto Gonzalez Alternate Media Specialist

Brenda Johnson Dean, Student Support Services

Lee Marrs Department Chair and Instructor, Multimedia Arts

Loretta Newsom Admissions and Records Specialist

Siraj Omar, Ph.D. Department co-chair, Science; Instructor, Chemistry

John Pang Supervisor, Business Office

Student representative