RSCCD

Revised District and College Governance Structure
RSCCD Planning Design

District Council: Assessment/Evaluation/ Budget/Planning Integration

SAC & SCC Process

- College Mission
- Data
- RSCCD Mission

District (Board) Goals
- President’s Goals
- Senate’s Goals
- Program Evaluation/ Program Review
- Educational Master Plan
- Facilities Master Plan
- Technology Master Plan
- District Strategic Plan

Resource Allocation
- Budget

Evaluation/Assessment

9/24/12
DISTRICT AND COLLEGE PARTICIPATORY GOVERNANCE

Board of Trustees

SAC and SCC Academic Senates
Curriculum and Instruction Council(s)

CSEA (for governance only)

Santa Ana College President

District Council

Chancellor

District Enrollment Management Committee

Santiago Canyon College President

Budget Allocation Workgroup

Fiscal Resources Committee
Physical Resources Committee
Technology Advisory Group

Planning & Organizational Effectiveness Committee
Human Resources Committee

Planning and Budget Committee
Institutional Effectiveness & Assessment Committee
Technology Advisory Committee

Facilities Committee
Accreditation Committee
Student Success Committee

College Council

College Council

ASG: student representatives participate on councils and committees throughout the structure

*Academic and Professional Matters:

Primary Advisor Designation
1. Curricula, including establishing prerequisites and placing courses within disciplines.
2. Degree and certificate requirements.
3. Grading policies
4. Educational/Program Development
5. Standards or policies regarding student preparation and success.
6. Policies for faculty professional development activities.

Mutual Agreement Designation
7. District and college governance structures, as related to faculty roles.
8. Faculty roles and involvement in accreditation processes including self-study and annual reports.
9. Processes for program review.
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

Accepted September 24, 2012
RSCCD Planning/Budgeting Integration

District Council

- Fiscal Resources Committee
  - Budget projections
- Human Resources Committee
  - Faculty obligation & projected staffing needs
- Planning and Organizational Effectiveness Committee
  - Data/Assessments/Evaluations
- Physical Resources Committee
  - Facility/Supply/Equipment Recommendations
- Technology Advisory Group
  - Technology Recommendations

9/24/12
Resource Allocation/Planning Cycle

• January -- Governor releases proposed budget
• February – Board of Trustees conducts annual planning meeting
• April – Planning committees provide recommendations to District Council for consideration during development of tentative budget
  – Fiscal Resources Committee: current year budget projections and budget assumptions
  – Human Resources Committee: current staff data and recommendations
  – Physical Resources Committee: facility/supply/equipment recommendations
  – Technology Advisory Group: technology recommendations
• May – Governor releases May revise to proposed budget
• June – Board of Trustees approve Tentative Budget
• July/August – District Council reviews significant changes affecting tentative budget and reviews proposed adopted budget
• September – Board of Trustees approve Adopted Budget
• October – December: Planning and Organizational Effectiveness Committee provides data and assessments to District Council & Board of Trustees in preparation for annual planning meeting
• December – Planning and Organizational Effectiveness Committee provides annual assessment of planning outcomes & resource allocation/planning cycle to District Council
• December/January – District Council recommends adjustments to resource allocation/planning cycle if necessary

9/24/12
District Council

RESPONSIBILITIES:
• Provides advice to the Chancellor on district issues
• Integrates and coordinates plans, assessments, and recommendations from participatory governance committees
• Ensures the integration of plans and assessments with budget assumptions
• Reviews recommended modifications to resource allocation model
• Evaluates District mission and goals
• Reviews recommended modifications to policies and procedures prior to consideration by Board of Trustees
• Evaluates recommended changes to delineation of College/District functions
• Reviews Board of Trustees agenda

MEMBERSHIP:
• Chancellor’s Cabinet
• Academic Senate Presidents
• CSEA President (or designee)
• Student Representatives

9/24/12
RESPONSIBILITIES:
• Reviews and Evaluates Resource Allocation Model
• Monitors State Budget Development and Recommends Mid-Year Adjustments
• Develops Assumptions for Tentative & Adopted Budgets
• Develops District budget process calendar
• Reviews enrollment management and develops annual FTES targets
• Assesses effective use of financial resources
• Reviews and Evaluates Financial Management Processes

MEMBERSHIP:
• Vice Chancellor, Business Operations & Fiscal Services
• Assistant Vice Chancellor, Fiscal Services
• Need to determine College Representatives
Planning and Organizational Effectiveness Committee

RESPONSIBILITIES:
• Evaluates District planning processes and serves as a clearing house for district & college planning
• Reviews data for annual Board of Trustees planning activity
• Coordinates accreditation activities between colleges and district
• Assesses effectiveness of District evaluation mechanisms
• Reviews District Strategic Plan
• Reviews delineation of District/College Functions
• Reviews policies and procedures
• Reviews institutional research activities and results
• Reviews resource development initiatives

MEMBERSHIP:
• Executive Vice Chancellor, Human Resources & Educational Services
• Assistant Vice Chancellor, Educational Services
• Director of Research
• District Office classified representative
• 4 SAC and 4 SCC representatives
Physical Resources Committee

RESPONSIBILITIES:
• Reviews plans related to district physical resources including facilities, equipment, land and other assets
• Assesses the effective use of physical resources
• Reviews:
  • Five-year facilities plan
  • State capital outlay projects
  • Local bond projects
  • Scheduled maintenance plans and activities
  • Hazardous mitigation programs
  • Facility master plans
  • Ancillary costs related to new construction

MEMBERSHIP:
• Vice Chancellor, Business Operations & Fiscal Services
• Assistant Vice Chancellor, Facility Planning & District Construction & Support Services
• Need to determine College Representatives
Technology Advisory Group

RESPONSIBILITIES:
• Develops and evaluates technology plans
• Assesses the effective use of technology resources
• Develops and evaluates hardware and software standards
• Reviews and evaluates hardware replacement cycle
• Develops recommendations regarding equipment, staffing, and training needs related to the use of technology

MEMBERSHIP:
• Assistant Vice Chancellor, Information Technology Services
• 7 SAC Representatives
• 5 SCC Representatives
• 3 District Office Representatives

9/24/12
Human Resources Committee

RESPONSIBILITIES:
• Reviews human resources policies and procedures and recommends changes
• Evaluates workplace safety and emergency preparedness plans and procedures
• Evaluates policies and procedures related to employment equity
• Monitors diversity
• Monitors human resources metrics such as:
  • Full-time/Part-time Faculty ratio
  • Full-time Faculty Obligation
  • Classified staffing ratios
  • Turnover ratios and recruitment activities
• Plans and evaluates professional development activities
• Assesses the effective use of human resources

• MEMBERSHIP:
• Executive Vice Chancellor, Human Resources & Educational Services
• Assistant Vice Chancellor, Human Resources
• Payroll Manager
• 3 SAC and 3 SCC representatives

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