

REPORT OF THE MCCC/OCCOC AD HOC TASKFORCE ON COMMITTEES AND GOVERNANCE

EXECUTIVE SUMMARY

FINDINGS

The current structure, with slight modifications, can accommodate the participatory governance needs of the Madera Community College Center and the Oakhurst Community College (Outreach) Center.

RECOMMENDATIONS

Short Term

1. Oakhurst Community College (Outreach) Center should be considered an extension of Reedley College *through* the Madera Community College Center
2. Craft operating agreements for four existing committees
3. Revise operating agreements for six existing committees
4. Three suggestions for mechanisms to improve communication and reporting structures

Long Term

1. Adopt a phased approach to increasing Madera/Oakhurst participation in the Reedley College governance process. This approach consists of five phases which should ultimately prepare the Madera Community College Center for a transition to independent college status.

I. PURPOSE:

- A. "...assess and evaluate the committee and governance structures of the Madera Community College Center and produce a recommended addendum to the Reedley College *Participatory Governance Handbook*..."

II. MEMBERSHIP

1. Dr. Sandra Caldwell, Office of the President (*ex-officio*)
2. Vincent Falcon, Associated Student Government
3. Dr. John Fitzner, Office of the President
4. Rick Garza, Reedley College Academic Senate
5. Aaron Hope, Classified Senate
6. Raquel Mendoza, Classified Senate
7. Gregory Ramirez, Madera-Oakhurst Faculty Association (co-chair)
8. Ray Sanchez, Madera-Oakhurst Faculty Association, representing Student Services
9. Bill Turini, Madera-Oakhurst Faculty Association, representing Instruction (co-chair)
10. Alternates
 - a. Marcello Ayers, Associated Student Government
 - b. Dr. Jennifer Gray, Madera-Oakhurst Faculty Association
 - c. James Davis, Classified Senate

III. ACTIONS

- A. The committee met on seven occasions—08/17, 09/20, 10/14, 10/28, 11/04, 11/18, and 12/09—to review the current decision-making structures employed throughout Reedley College (including the Reedley campus, the Madera Community College Center, and the Oakhurst Community College (Outreach) Center) and explore the governance opportunities available to individuals working at the Madera and Oakhurst locations.
- B. The committee reviewed the following materials in developing this report/recommendation:
 1. The Reedley College Participatory Governance Handbook
 2. The committee structure used at the former-North Centers of Reedley College

3. Relevant sections of California Education Code, including sections 70900-70902 and 76060-76067
4. Relevant sections of the California Code of Regulations, including 5 CCR 51023.5 AND 5 CCR 53200-53204
5. Accreditation Standard IV, as established by the Accrediting Commission for Community and Junior Colleges (ACCJC)
6. Collective Bargaining Agreement between the State Center Federation of Teachers (AFT #1533) and the State Center Community College District
7. Collective Bargaining Agreement between the California School Employees Association (#397) and the State Center Community College District
8. SCCC Administrative Regulation 2510
9. All current Reedley College committee operating agreements
10. 2016-17 committee assignments to all Reedley College Committees
11. 2013-17 Reedley College Strategic Plan

IV. FINDINGS

- A. For the most part, the current governance structure provides a sufficient base from which to start discussing the substantive and procedural contributions to be made by the individuals currently serving the Madera and Oakhurst campuses.
- B. The most significant hurdle at this juncture appears to be the lack of effective communication structures and practices between the main campus and its centers.

V. RECOMMENDATIONS

A. SHORT TERM

1. College Organization
 - a. Oakhurst Community College (Outreach) Center be considered an extension of Reedley College **through** the Madera Community College Center
 - i. Since Oakhurst no longer has official “center” status in California, it should be considered analogous to the Herndon campus of Clovis Community College
 - ii. The current Vice President has oversight responsibility over Madera and Oakhurst
 - iii. The Director of the Oakhurst campus is a direct report to the Vice President of Madera-Oakhurst, not the college president
 - iv. Both locations serve Madera County
2. New Operating Agreements
 - a. Committees of the College
 - i. Draft Committee Operating Agreement for Madera-Oakhurst College Center Council
 - ii. Draft Committee Operating Agreement for independent Madera-Oakhurst Staff Development Committee
 - RATIONALE: Madera-Oakhurst received an independent budget allocation for staff development funds, so it follows that an independent committee should disperse those funds
 - b. Committees of the Academic Senate
 - i. Draft Committee Operating Agreement for Madera-Oakhurst Faculty Association, identifying it as a committee of the Academic Senate
 - ii. Draft Committee Operating Agreement for Faculty Professional Development (Flex) committee, identifying it as a committee of the Academic Senate
 - Currently underway as of FA16
3. Revised Operating Agreements
 - a. Madera-Oakhurst Associated Student Government requests the following changes to the current committee operating agreements
 - i. Curriculum Committee—there are currently two students seats, so request that one be designated for Madera-Oakhurst
 - ii. Budget Committee—currently has one student seat, so request that one seat be added and designated for Madera-Oakhurst

- iii. College Council—there are currently two students seats plus one alternate, so request that one be designated for Madera-Oakhurst and add one student alternate designated to Madera-Oakhurst
 - iv. Facilities Committee—currently has one student seat, so request that one seat be added and designated for Madera-Oakhurst
 - v. Health and Safety Committee—there are currently no student seats on this committee. The Madera-Oakhurst ASG request the addition of at least one seat designated to their organization.
 - vi. Strategic Planning Committee—currently has one student seat, so request that one seat be added and designated for Madera-Oakhurst
4. Improved communication/reporting structures
- a. Madera-Oakhurst Faculty Association needs to revise its agenda template and include a permanent section for “Committee Reports,” along the lines of the Reedley College Academic Senate
 - i. This section should list the Madera-Oakhurst faculty members who are currently sitting on all committees and task forces, regardless of the appointing body
 - ii. Completed, FA16
 - b. Madera-Oakhurst Associated Student Government needs to revise its agenda template and include a permanent section for “Committee Reports”
 - c. All agendas for committees of the College should reformat their basic structure into three sections as follows
 - I. Reedley College items/business
 - II. Reedley campus items/business
 - III. Madera-Oakhurst items/business
 in an effort to ensure that issues throughout the college, regardless of location, receive a full and proper hearing.

B. LONG TERM

- 1. While the task force has developed the following phased recommendation, we believe it is critical to recognize that full participation from all constituencies on all committees is the goal as it is critical to overall health and vitality of the institution that is Reedley College
- 2. With an eye toward moving toward independent college status for the Madera Community College Center, but also in consideration of 2013-17 Strategic Direction 6 (Communication), the Reedley College Council and the Reedley College Academic Senate—as the agents that govern all Reedley College committees—should consider a phased approach to increasing Madera-Oakhurst participation on all governance committees.
 - a. PHASE 1—Madera-Oakhurst should have at least 1 designated seat from **ANY** constituency on KEY committees
 - b. PHASE 2—Madera-Oakhurst should have at least 1 designated seat from **ANY** constituency on ALL committees
 - c. PHASE 3—Madera-Oakhurst should have at least 1 designated seat from **EACH** constituency on KEY committees
 - d. PHASE 4—Madera-Oakhurst should have at least 1 designated seat from **EACH** constituency on ALL committees
 - e. PHASE 5—Evaluate this participatory experience as a step in transitioning to independent college status
- 3. Assuming these phases are accepted, the following identifies our current deficiencies relative to each phase
 - a. PHASE 1
 - i. Determined to be moot since the college is so close to finished with Phase 2.
 - b. PHASE 2
 - i. Academic Senate Committees
 - Academic Standards
 - While it has become the practice of the Academic Senate to ensure

that Madera-Oakhurst has a seat, the operating agreement does not officially designate (or even give preference) to Madera-Oakhurst for a seat(s)

c. PHASE 3

- i. If this proposal is adopted, representatives from the four constituencies of Madera-Oakhurst will need to schedule a meeting to identify those committees deemed "key."

d. PHASE 4

i. College committees

- Accreditation & Institutional Effectiveness
 - Deficiencies
 - . 1 administrator
 - . 1 classified
 - . 1 student
 - Budget
 - Deficiencies
 - . 1 administrator
 - . 1 student
 - College Council
 - Deficiencies
 - . 1 administrator
 - . 1 classified
 - . 1 student
 - Distance Education
 - Deficiencies
 - . 1 classified
 - . 1 student
 - Facilities
 - Deficiencies
 - . 1 administrator
 - . 1 classified
 - Health & Safety
 - Deficiencies
 - . 1 administrator
 - . 1 classified
 - . 1 student
 - Sabbatical Leave (***contractually defined committee***)
 - Deficiencies
 - . Operating agreement designated only 1 administrator and no faculty, yet this does not reflect the attendance at the FA16 meeting (Deans Canales and Srinivasan were expected to attend, and faculty members N. Frampton, B. Turini, and T. Luera were present).
 - Salary Advancement
 - ***Contractually defined committee*** so composition cannot be altered absent a SDDDC/SCFT MOU
 - Staff Development
 - Refer to previous section
- ii. Academic Senate committees
- Academic Standards
 - Deficiencies, modified due to the nature of the committee
 - . 1 faculty

- . 1 administrator
- Curriculum Committee
 - Deficiencies, modified due to the nature of the committee
 - . 1 student
- Equivalency
 - Due to the nature of the committee, this committee already meets the PHASE 4 goal
- Faculty Professional Development (Flex)
 - May be a few issues that require discussion (see [*Guidelines for the Implementation of the Flexible Calendar Program*](#), p. 20)
- Program Review
 - Deficiencies
 - . 1 classified
 - . 1 student
- Student Learning Outcomes
 - Deficiencies
 - . 1 classified
 - . 1 student

e. PHASE 5

