

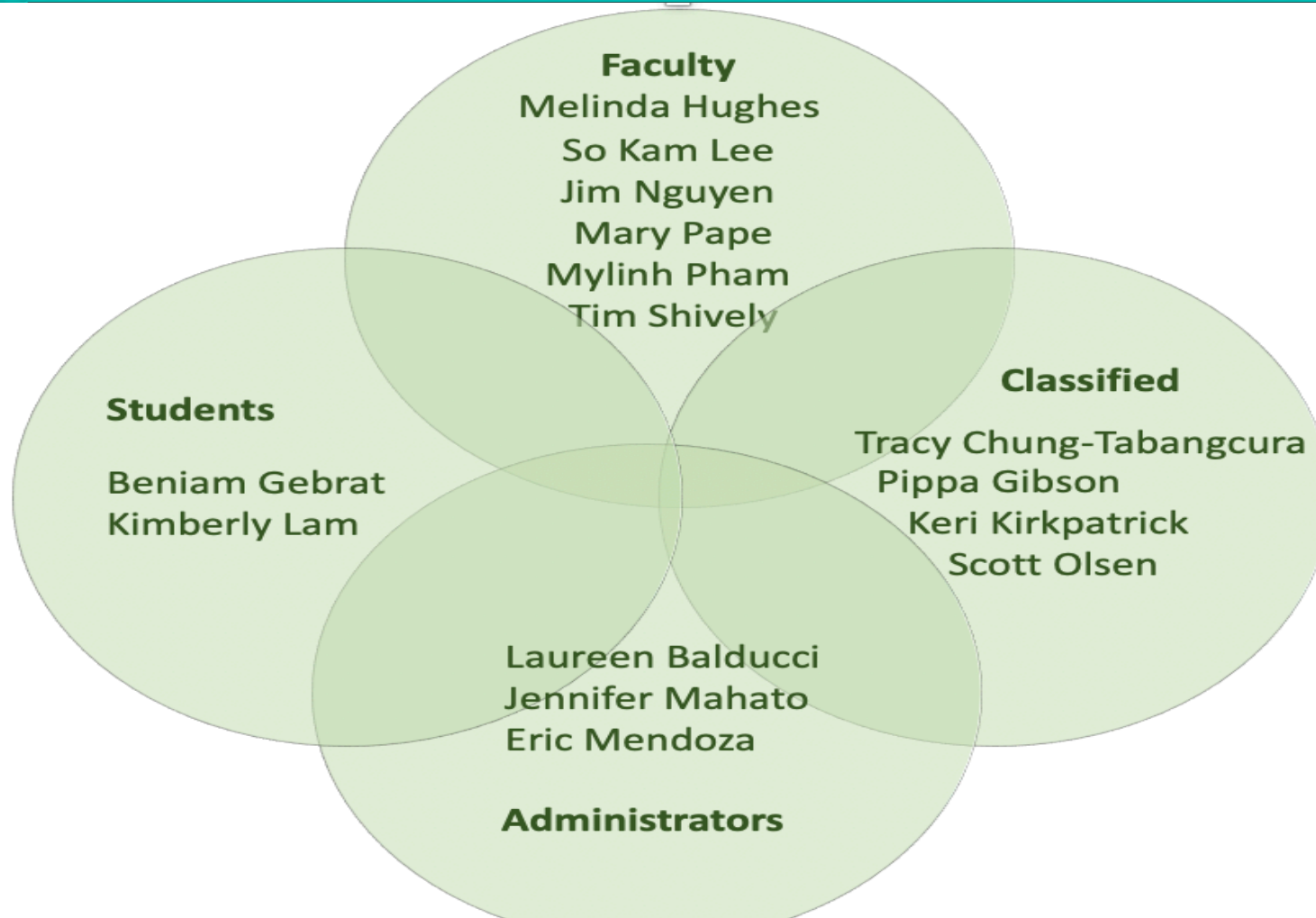


New Shared Governance Proposal

Presented by the Shared Governance Task Force

October, 28 2021

Your Dedicated Shared Governance Task Force (SGTF) Members:



Shared Governance

“Colleges that share information and consult broadly with diverse constituencies have been able to respond more effectively (*to crisis such as the pandemic*) than those that rely on top-down decision making.” - Marjorie Hass, Inside HigherEd, 4/20

“For shared governance to be effective, it needs to have a well-established foundation of transparency, trust, equity, and inclusion that is consistent and collaborative.”

- De Anza Shared Governance Task Force 4/21



Shared Governance Task Force (SGTF)

Charge and Purpose

Charge: Current shared governance (SG) structure in place for 20+ years. Events of 2020 highlighted racial and social inequities within the college community and was a call to action. College Council requested partnership & collaboration between Academic & Classified Senates, Affinity Groups & current PBTs to form a Shared Government Task Force (SGTF).

Purpose: To review present structure & research & recommend a more equitable & holistic process. Focus on inclusion & providing funds for services that support the equity & student success goals of college & district.

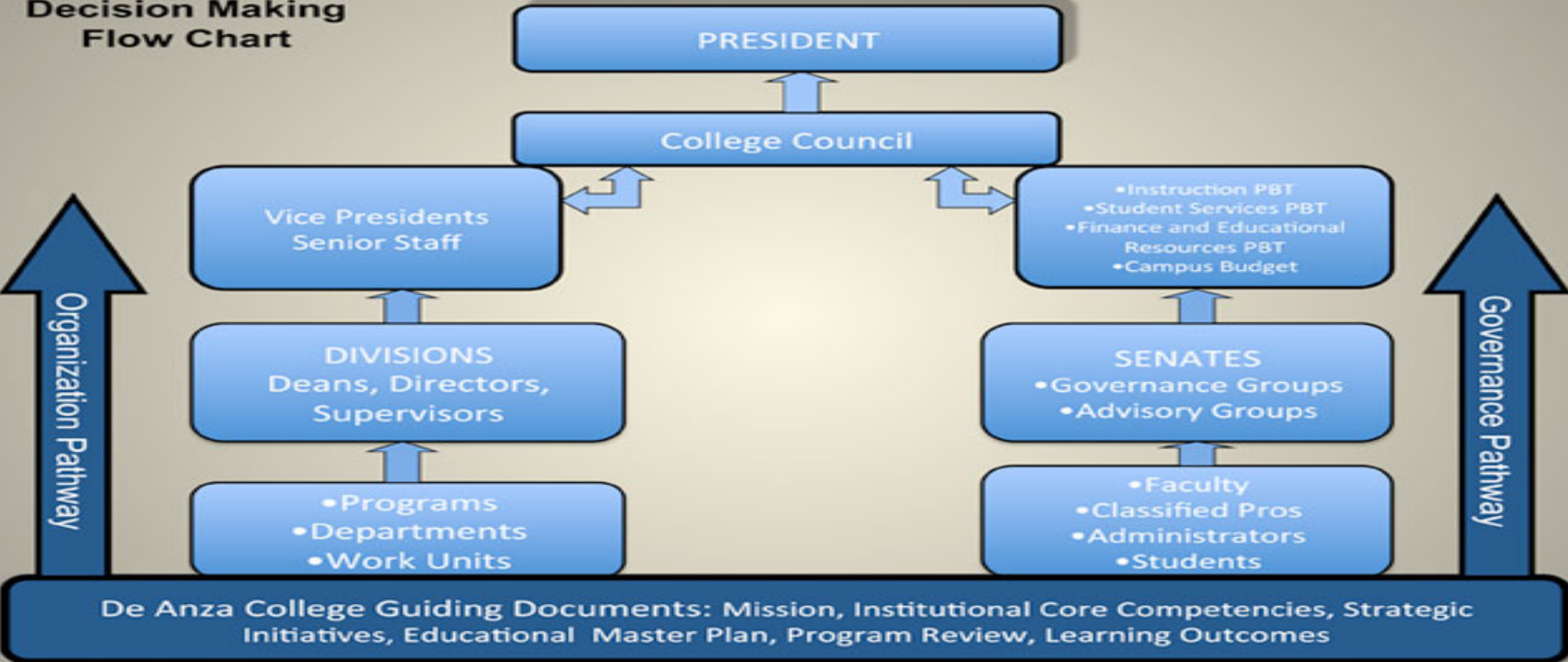
Communication to De Anza College Community

1. Communication via the Shared Governance Review website:
<https://www.deanza.edu/gov/review>
2. Updates to College Council, President, Senior Staff, Academic Senate as to SGTf progress
3. Members from each represented constituency group shared updates and information with their groups.
4. New Shared Governance proposal to College Council - Oct. 28, 2021

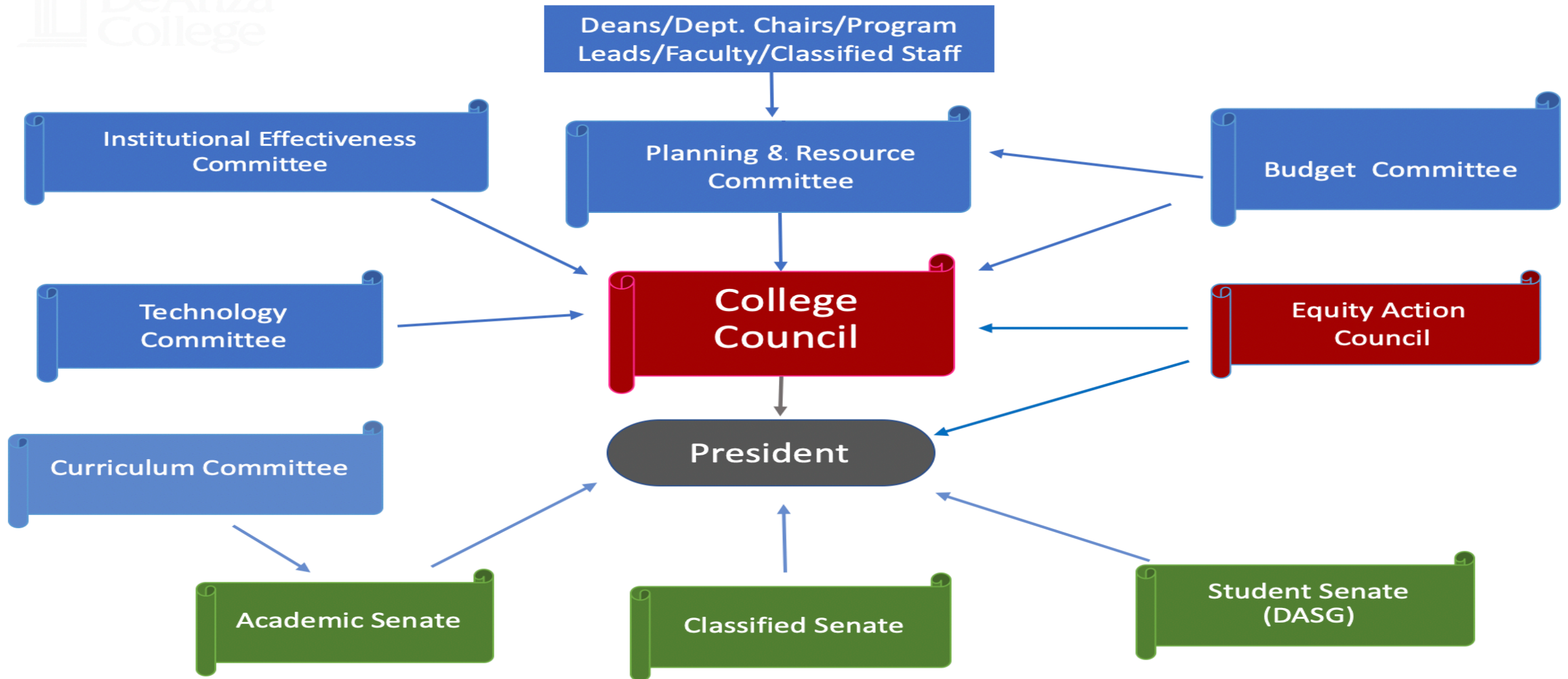


Current Shared Governance Structure

De Anza College
Decision Making
Flow Chart



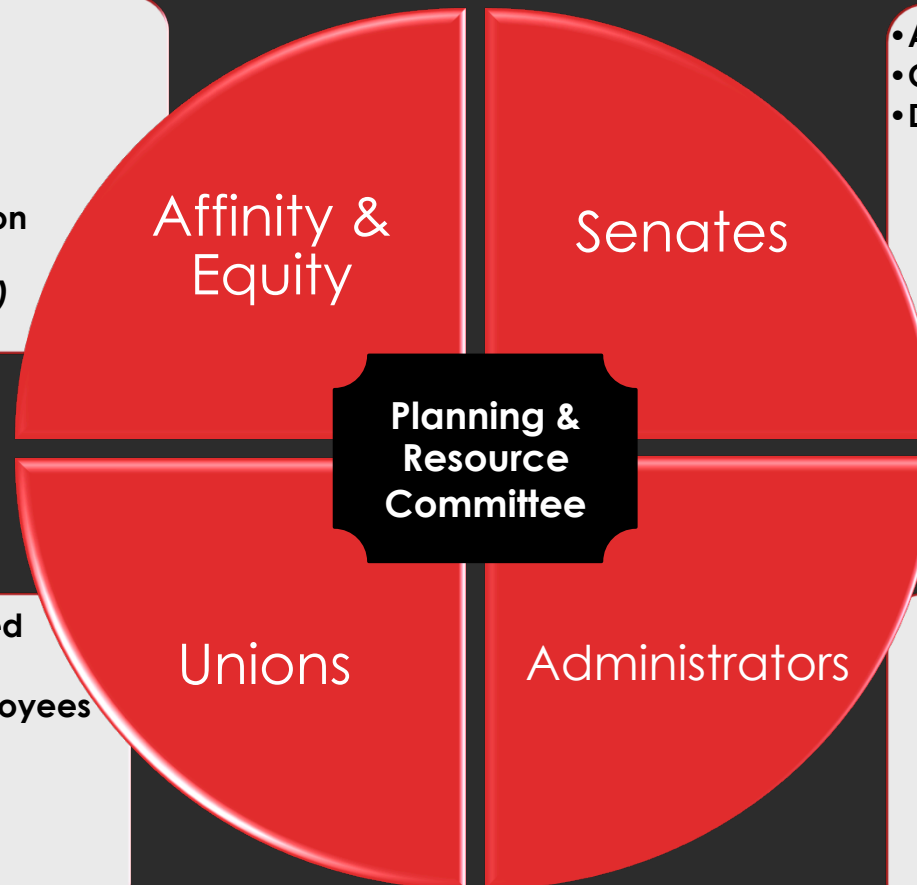
New Proposed Shared Governance Model



Planning & Resource Committee (PRC)

- Equity Action Council (1)
- Asian Pacific American Staff Association (1)
- Black Faculty, Staff and Administrators (1)
- De Anza Latinx Association Affinity Group (1)
- *Future Affinity Groups (+1)*

- Association of Classified Employees (1)
- California School Employees Association (1)
- Faculty Association (1)
- Teamsters (1)



- Academic Senate (2) 1 is a tri-chair
- Classified Senate (2) 1 is a tri-chair
- De Anza Student Government (2)

- Deans/Managers (3)
1 is a tri-chair. Rotates between areas each year
1 Administrative Services
1 Instruction
1 Student Services

Planning & Resource Committee

- **Equity Action Council (1)**
- **Asian Pacific American Staff Association (1)**
- **Black Faculty, Staff and Administrators (1)**
- **De Anza Latinx Association Affinity Group (1)**
- ***Future Affinity Groups (+1)***

Affinity & Equity

Planning & Resource Committee

- **Association of Classified Employees (1)**
- **California School Employees Association (1)**
- **Faculty Association (1)**
- **Teamsters (1)**

Unions

Planning & Resource Committee

Administrators

- **Deans/Managers (3)**
[1 serves as a tri-chair – this role rotates between areas below annually]
- **1 Administrative Services**
- **1 Instruction**
- **1 Student Services**

Planning & Resource Committee

Senates

- **Academic Senate (2)**
 - *1 is a tri-chair*
- **Classified Senate (2)**
 - *1 is a tri-chair*
- **De Anza Student Government (2)**

New Proposed SG Model Steps

1. Deans, Dept. Chairs, program leads, faculty, and classified staff assess their division program areas: gather data, discuss program challenges, address opportunities for growth, and guide program area improvements.
 - Division teams evaluate each programs' needs through Program Reviews or CAS Standards to collectively prioritize positions and funding requests.
2. Divisions present prioritized division wide funding request to Planning & Resource Committee.
3. PRC formulates subcommittees known as Program Evaluation Teams (PETs) to review each division's programs/areas/dept.'s Program Reviews/CAS Standards.
4. PETs use a consistent rubric to rate and/or rank each program need in a fair and equitable manner.
5. PRC then generates a structured report to College Council and College President based on the prioritization list.

Proposed Decision-Making Rubric (sample)

Decision-Making Rubric for Program Review/CAS Standards

Criterion	Low Funding Priority (1)	Funding Priority (2)	High Funding Priority (3)	Score
1. PRC/PET will prioritize the need for funding within each PR/CAS.	Describe the challenges, issues, or data concerns in which the PR/CAS does not meet the criteria for funding at this time.	Describe characteristics of the PR/CAS that meets criteria of funding for each area.	Describe characteristics of the PR/CAS that exceeds criteria of funding and should be a high priority in budget.	
2. Evidence (data from IR) to support PR/CAS	Data does not show effectiveness of area PR/CAS. For example, data comparison of last 3 years shows no improvement or shows a decline in numbers or in positive results. Note: work with Division Dean to update inaccuracies and/or to improve program overall.	Data is supported with appropriate evidence.	Data is clearly and effectively supported with a high level of multiple sources of evidence with the PR/CAS.	
3. The PR/CAS is in direct alignment with achieving De Anza's mission and vision.	The PR/CAS does not align with activities within the Strategic Plan/Mission/Vision of the College.	The PR/CAS aligns with activities within the Strategic Plan/Mission/Vision of the College.	The PR/CAS highly aligns with activities within the Strategic Plan/Mission/Vision of the College, through specific exemplary examples.	
Either list by total or list prioritizations.				TOTAL:

New Proposed SG Model



- The reorg structure of the new proposed model does the following:
 - Dissolves present decision-making siloed teams (APBT, IPBT, SSPBT & Facilities Committee) and moves to a model of one campus wide Planning and Resource Committee (PRC)
 - Allows for greater collaboration between deans and their teams to meet and confer regarding the needs of their division programs
 - Simplifies structure
 - Improves transparency
 - Reduces meeting fatigue
 - Increases opportunity for participation
 - Shifts allocating resources based on holistic campus wide funding for student success
 - Aligns the college goal of equity and inclusion in the decision-making process

Budget Committee

Charge (Draft):

- Educate – its members
- Disseminate – information from various sources to constituents
- Communicate – transparent budget proposals to stakeholders
- Initiate – change to the process
- Advocate – for appropriate funding
- Navigate - the complicated internal and external systems

Purpose (How the SGTF envisions this Budget Committee based on what we know currently):

- Budget information to the Deans/Divisions, and PRC
- Educate/train college community on budget



College Council

Recommended membership changes: President is ex-officio; agendas with time allocation

Charge:

- Proposes & recommends annual college objectives to carry out goals that are clearly defined, easy to understand and realistic
- Provides shared governance leadership for district strategic planning/goals/objectives
- Oversees collegewide strategic planning processes, achievement of outcomes, efficiency standards, budget policies, and procedures
- Recommends college proposals for funding or reductions
- Advises President, Senates, DASG and other college groups on policy development matters pertaining to planning, budgeting and accountability
- Advises enrollment, facilities, and curriculum
- Makes recommendations to the College President who has final decision

The College President

- After receiving recommendations and advice from the pathways of the Deans/Divisions/Departments, Planning and Resource Council, Budget Committee, and the College Council, **the president makes the final decisions.**



Next Steps

- Introduces SG proposed model to college community:
 - Q&A Session with SGTF – Fridays at 9:00 AM-10:00 AM
 - Special SGTF Quick News Edition
 - Continued updates on SG website
- Generated feedback of model from College Council and college community
- Attends and presents at each Shared Governance group and updates proposal based on feedback
- Finalizes proposal
- Invites **IEPI/PRT** to assist in implementing new SG model, communication structure, and assessment/technology needs
- Updates Governance Handbook to capture adopted changes
- Evaluates SG model after one year to understand effectiveness of model & make collaborative improvements as necessary

Any Questions/Comments?

