HOW DO WE TELL OUR STORY?

Spring 2016 PCab Retreat
April 29, 2016
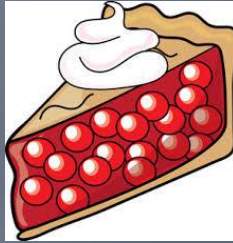
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GIVE TO MESA

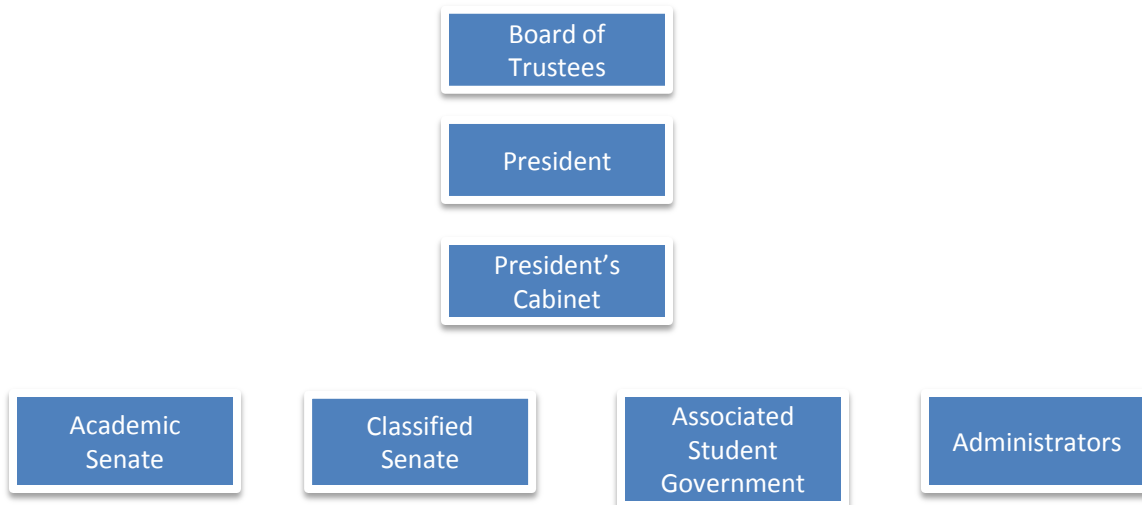Home > About Mesa > Governance > San Diego Mesa College Governance

ABOUT MESA

Accreditation
Administration
Contact Mesa
College Initiatives
Driving Directions
Faculty & Staff Resources
▶ Governance

- At Mesa
- President's Cabinet
- Academic Senate
- Associated Student Government
- Committees
- Resources

GOVERNANCE

PARTICIPATORY GOVERNANCE ORGANIZATIONAL CHART

Board of Trustees

President

President's Cabinet

Academic Senate	Classified Senate	Associated Student Government	Administrators

*each box is an active link to the appropriate web page

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▶ Governance

➢ At Mesa
➢ President's Cabinet
➢ Academic Senate
➢ Associated Student Government
➢ Committees
➢ Resources

SUGGESTED COMMITTEE ORGANIZATIONAL TASKS

It is recommended that committees perform certain tasks during an academic year meeting cycle:

August

❖   Re-confirm membership, noting Chairs and constituent designation (i.e. Faculty, Classified, Student)

❖   Review yearly outcomes/goals and status from previous Academic Year and set outcomes/goals for current year

❖   Review charge and membership and make any changes necessary. Note: Changes approved by the committee will need to be approved by the committee's reporting body.

May

❖   Report on the committee's outcomes/goals

❖   Confirm membership for the following year

❖   Establish calendar of meetings including day, time and location (as much as possible)

COMMITTEE DOCUMENTS

All meeting agendas, minutes, notes, documents should reside on the Committee's website.

❖   Agenda (Samples, http://www.sdmesa.edu/about-mesa/institutional-effectiveness/latf/agendas/)

❖   Minutes (Samples, http://www.sdmesa.edu/index.cfm/about-mesa/presidents-page/agenda/)

❖   Reports and documents

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GIVE TO MESA

Home > About Mesa > Governance > San Diego Mesa College Governance

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Administration
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College Initiatives
Driving Directions
Faculty & Staff Resources
▶ Governance

➢ At Mesa
➢ President's Cabinet
➢ Academic Senate
➢ Associated Student Government
➢ Committees
➢ Resources

GOVERNANCE

WEBPAGE GUIDELINES

All workgroup webpages should contain the following information:

❖ Information
❖ Description/Purpose
❖ Responsibility and Reporting Lines
❖ Accountability
❖ Relationships
❖ Goals
❖ Membership Composition
❖ Terms of Membership
❖ Meeting Dates/Times
❖ Agendas
❖ Minutes
❖ Documents/Handouts
❖ Annual Outcomes

RESOURCES
Academic Senate for California Community Colleges
Participating Effectively In District and College Governance
http://asccc.org/sites/default/files/Participating%20Effectively%20in%20District.pdf
Faculty Leadership Resources
http://asccc.org/communities/local-senates/leadership-resources
The Meeting Process
http://asccc.org/sites/default/files/meeting%20process%20second.pdf
Meeting Roles and Responsibilities
http://asccc.org/sites/default/files/meeting%20roles%20third.pdf

Discussion Questions

1. Are the institution's goals and values clearly articulated and understood by all? Can college staff list what those goals and values are?

2. What do institutional policies and procedures describe as the roles for each group in governance, including planning and budget development?

3. What process does the institution use to document and communicate the decision-making processes?

4. What process does the institution use to evaluate its governance and decision-making structures? Are the results communicated within the campus community?