



ADMINISTRATIVE **PROCEDURE** **DESERT COMMUNITY COLLEGE DISTRICT**

2510

PARTICIPATION IN LOCAL DECISION MAKING

In accordance with Board Policy 2510, and with District practice, the various constituencies of the Desert Community College District, including faculty, students, classified staff, confidential employees, and administration shall be represented on college committees concerned with board policy and planning matters.

Unless otherwise provided in Board policy or procedure regarding staff participation, the following constituent groups are recognized by the Board of Trustees as responsible for recommending, as appropriate, the appointment of employee representatives to serve on college governance committees:

- The Academic Senate in consultation with the President shall recommend the appointment of faculty representatives;
- The exclusive representative of the classified employees shall recommend the appointment of classified employee representatives;
- Management/Confidential employees shall be appointed by the president in consultation with the management/confidential employee-representatives.

Legally, Faculty participation is required in the following (per Education Code and Title 5 requirements):

- Distribution of Academic presentations (Ed Code Section 66450)
- Equivalencies to minimum qualifications (Ed Code Section 87359)
- Faculty hiring (Ed Code Section 87360)
- Faculty evaluation (Ed Code Section 87663)
- Faculty tenure (Ed Code Section 87610.1)
- Faculty service areas (Ed Code Section 87743.2)
- Curriculum Committees (Title 5 Section 55002)
- Academic senate/union agreements (Title 5 Section 53204)

Responsibility and Authority of Academic/Faculty Senate Regarding Academic and Professional Matters

The Board of Trustees will rely primarily upon the recommendations of the senate, including the decision-making structure by which the recommendations are achieved, with respect to the following academic and professional matters:

1. degree and certificate requirements
2. curriculum, including the establishment of prerequisites and placing courses within disciplines;
3. grading policies;
4. educational program development and educational program discontinuance

5. standards or policies regarding student preparation and success;
6. District and college governance structures as related to faculty roles;
7. faculty roles and involvement in accreditation processes, including self-study and annual reports;
8. policies for faculty professional development activities;
9. processes for program review.

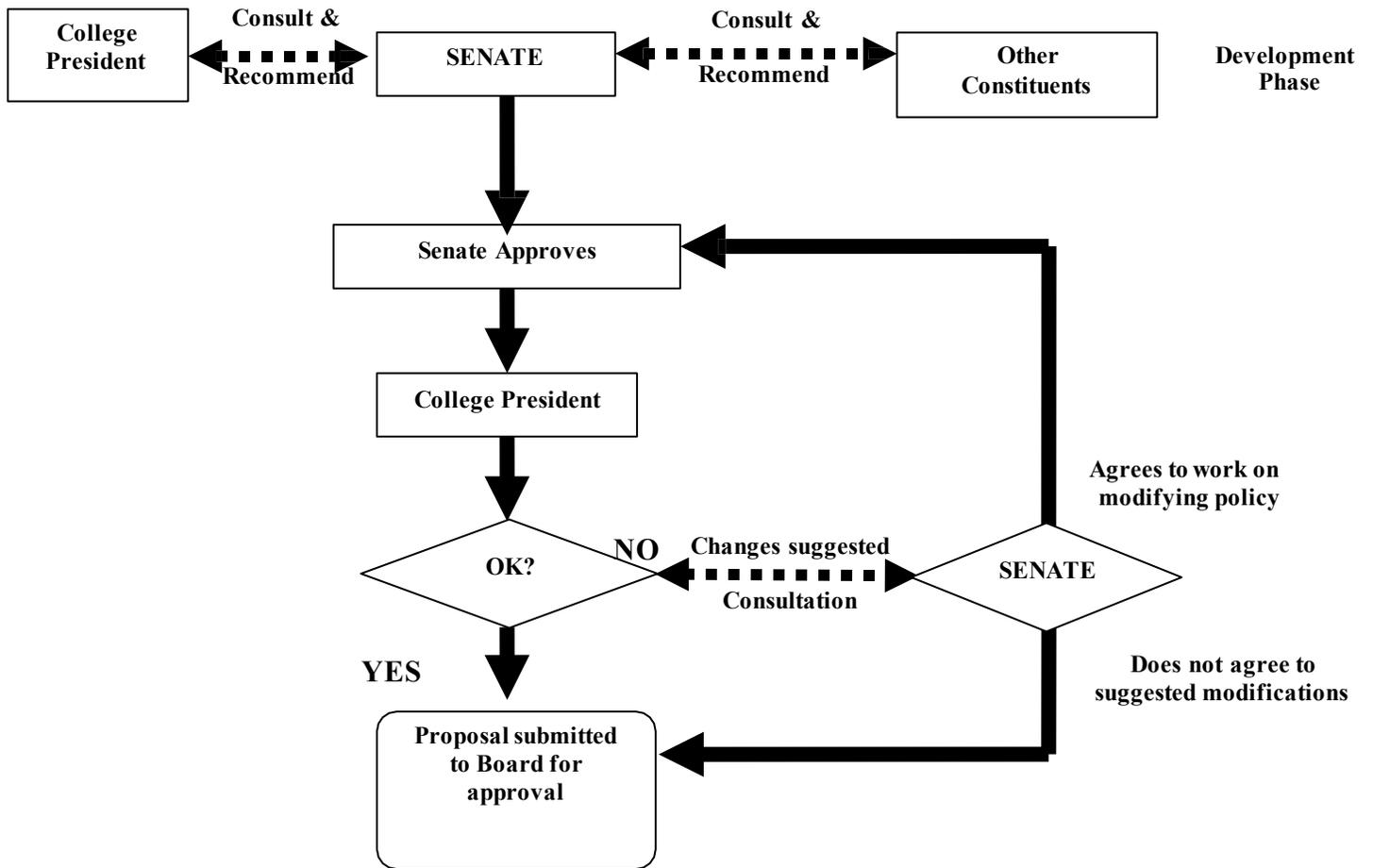
Detailed Decision Making Processes for the 10 Areas

Matters 1 – 9: Rely Primarily Upon

Decision Process: Rely Primarily Upon

Decision making steps:

1. The Academic Senate will work with students, staff and administration - those with expertise and those affected - in the development of policies and implementations. Senate President will keep College Superintendent/President informed.
2. The proposed solution will be presented to the full Senate for a vote
3. The Senate President will then present the Senate approved policy to the College Superintendent/President.
 - a. If the College Superintendent/President concurs, the proposal moves forward to the Board of Trustees
 - b. If there is disagreement, the College Superintendent/President may suggest modifications to the Policy, which the Senate will review and determine whether to incorporate. Senate then has the option to:
 - i. Work with the College Superintendent/President to modify the proposal
 - ii. Present-directly to the Board. The College Superintendent/President may provide endorsements or comments to the Board



The Board of Trustees will seek to reach mutual agreement with the Senate(s), with respect to the following academic and professional matters:

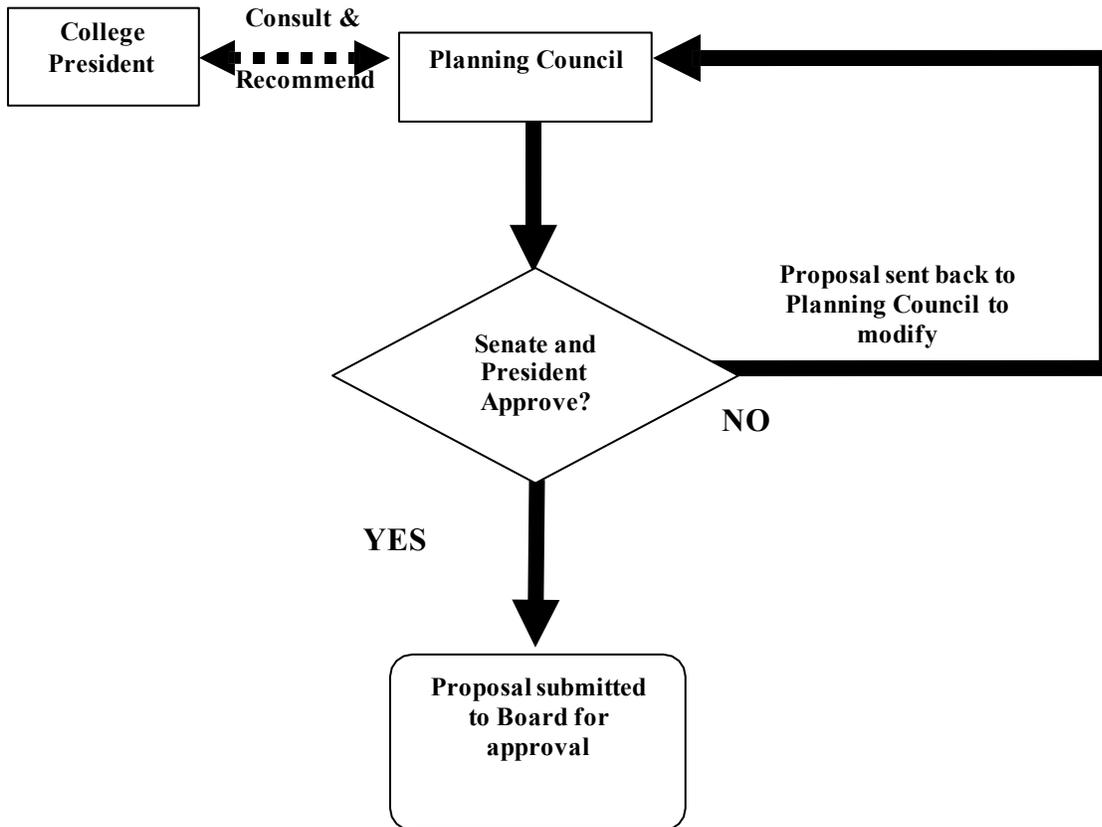
10. Processes for institutional planning and budget development;
11. Other academic and professional matters as mutually agreed by the Board of Trustees and the Academic Senate.

Matter 10 & 11 Mutually Agree

Decision Process: Mutually Agree

Decision making steps:

1. The College Planning Council shall initiate proposals for modifications to existing policies, procedures or new implementations related to planning and budget development. The College Planning Council will keep College Superintendent/President informed throughout the process.
2. Once developed, the proposal will be presented to both the Academic Senate and the College Superintendent/President for approval
 - a. If both the College Superintendent/President and Senate approve, the proposal will proceed to the Board for approval
 - b. If either the College Superintendent/President or Senate does not approve, the proposal will return to the College Planning Council for revisions



Action related to academic and professional may be initiated by the Academic Senate or changes to these provisions shall require mutual agreement by the Board of Trustees and the Academic Senate.

To ensure alignment with the broader governance framework outlined in AP 2410, all policies and procedures related to participatory governance, institutional planning, and budget development will undergo regular review as part of the District’s systematic policy review cycle. The procedures for the review, preparation, and revision of Board Policies and Administrative Procedures shall follow the workflow outlined in AP 2410.

Reference: *Education Code Sections 66450, 87359, 87360, 87663, 87610.1, 87743.2, 70902(b)(7); Title 5, Sections 53200 et seq; 51023.5; 51023.7, 53204 Accreditation Standard IV.A.2, IV.A.5, College Planning Council Handbook.*

Administrator: Superintendent/President

Executive Cabinet Review/Approval: 4/28/2025
 College Planning Council Review/Approval, 1st Reading: 5/9/2025
 College Planning Council Review/Approval, 2nd Reading: 5/23/2025
 Board Review – Info Item: 6/12/2025
 Next Review: 2032-2033