

IV.A.2. The institution establishes and implements policy and procedures authorizing administrator, faculty, and staff participation in decision-making processes. The policy makes provisions for student participation and consideration of student views in those matters in which students have a direct and reasonable interest. Policy specifies the manner in which individuals bring forward ideas and work together on appropriate policy, planning, and special-purpose committees.

Evidence of Meeting the Standard

At the district level, BP 3250 describes the roles of groups in governance, planning, and budgets. BP 3100, BP 2425, and AP 2425 outline the organizational structure of all employees in the District (IV.A.2.01, IV.A.2.02, IV.A.2.03, IV.A.2.04). *The Moorpark College Participatory Governance Handbook* outlines the composition of all committees and states the mission. As stated in the document, “The constituent groups of the College, i.e., Academic Senate, Classified Senate, Student Senate (Associates Students), Management, and individuals in the best position to understand the issues, are represented in membership on the College Standing Committees. This ensures the participatory nature of the College governance structure.” In addition, this document outlines the four types of governance groups. Finally, the Handbook’s “Route of a Proposal in Model Consultation” describes the process that a member of the College campus would take in order to put forward ideas (IV.A.2.05).

BP 2510 and AP 2510 Participation in Local Decision-Making outline the opportunity Student representatives are given to sit on standing and advisory committees and form part of the decision-making structure (IV.A.2.06, IV.A.2.07). Student representatives serve on all Academic Senate standing committees, and are full voting members on many of them. Student committee members are appointed by Associated Students based upon interest and availability. In addition, students serve on President’s Council where they can provide varied perspectives to the College President who evaluates recommendations and makes final decisions (IV.A.2.08).

Analysis and Evaluation

The College values the participative process, as can be seen in Board Policies and Administrative Procedures and as defined in *The Moorpark College Participatory Governance Handbook*. This is an important area and is strongly reflected in the College culture. The College has policies and procedures to ensure student participation and considers students’ views in matters in which students have a direct and reasonable interest. The College has an active Associated Student Government that supports student learning through their participation on standing and advisory committees and their ongoing dialogue about key topics.

Evidence

IV.A.2.01 BP 3250 Institutional Planning

IV.A.2.02 BP 3100 Organizational Structure

IV.A.2.03 BP 2425 Board/District Planning

IV.A.2.04 AP 2425 Board/District Planning

IV.A.2.05 The Moorpark College Participatory Governance Handbook 2020-2025

IV.A.2.06 BP 2510 Participation in Local Decision Making

IV.A.2.07 AP 2510 Participation in Local Decision Making

IV.A.2.08 President's Council Agenda

POSSIBLE SOURCES OF EVIDENCE:

- Policy and/or procedure that establishes governance structure and explains constituents' roles in decision making;
- Policy or procedure that delineates constituents' areas of responsibility in bringing ideas forward, planning, and decision-making;
- And/or other documents that demonstrate the institution is aligned with this Standard.

REVIEW CRITERIA:

- Institutional policies and procedures describing the roles for each group in decision-making processes.
- These policies and procedures encourage student participation in matters which concern them, and take into consideration the student perspective when making decisions.
- The institution has policies and procedures that describe the official responsibilities and authority of the faculty and of academic administrators in curricular and other educational matters.