



Book	VCCCD Administrative Procedure Manual
Section	Chapter 4 Academic Affairs
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#### **The Office of The Chief Instructional Officer**

The Office of The Chief Instructional Officer safeguards and supports the Ventura County Community College District Board Policy on Academic Freedom. The Chief Instruction Officer facilitates informal and formal dialogue on cases of alleged infringement.

#### **The Academic Senate**

The Academic Senate advocates the philosophy of Academic Freedom as articulated by the American Association of University Professors (AAUP), and supports the VCCCD Board Policy on Academic Freedom. From time to time, the Academic Senate issues proclamations or resolutions on issues pertinent to Academic Freedom to inform and instruct college faculty and staff. The Academic Senate partners with The Office of The Chief Instructional Officer to ensure uniform and equitable Academic Freedom practices.

#### **Process to Examine and Resolve Charges of Academic Freedom Infringement**

##### Steps for Informal Resolution:

- Consultation and resolution with Department Chair and Dean
- Consultation and resolution with Chief Instructional Officer

If the faculty member is dissatisfied with the informal process, formal resolution can be initiated.

##### Steps for Formal Resolution:

- Faculty submits official charges to the President in writing
- Within 10 calendar days, the President appoints a joint Deans' Council/Academic Senate Hearing Committee (2 deans, 3 faculty)
- Within 10 calendar days of committee formation, the committee meets to review the charge of infringement
- Within 30 calendar days of the first committee meeting, the committee makes a recommendation to the President for resolution
- The President issues final findings within 10 calendar days of receiving the committee recommendation

See [Board Policy BP 4030](#).