

FCC Mission: As California's first community college, Fresno City College provides quality, innovative educational programs and support services directed toward the enhancement of student success, lifelong learning and the economic, social, and cultural development of our students and region.

Fresno City College College Council Operating Agreement

I. Charge Statement

College Council is a planning and oversight body designed to ensure the college is equitably serving the students in our region. The council facilitates communication between constituents and the President and is responsible for making student centered and equity-minded recommendations to the President on college-wide matters with respect to resource allocation, student equity and success, health and safety, and program review in alignment with the strategic plan and accreditation standards.

II. Responsibilities

In order to accomplish college goals, Vision for Success goals, and meet the accreditation standards using an equity-minded, integrated planning framework, the College Council will:

- A. Make recommendations to the college president:
 - based on the input from committees, constituency groups, workgroups, and task forces.
 - regarding resource allocation based on input from committees, constituency groups, workgroups, and task forces.
 - regarding the implementation and assessment of policies, programs, practices and structures.
- B. Provide college-wide input on participatory governance matters through review and discussion.
- C. Oversee development, implementation, and assessment of strategic planning.
- D. Facilitate the review and revision of the Mission, Vision and Core Values of the college.
- E. Implement and maintain a Participatory Governance Manual.
- F. Facilitate transparent and effective communication about participatory governance matters throughout the campus and the community.
- G. Provide direction for committees and workgroups to accomplish college goals, Institutional Set Standards (ISS), Equity Plan goals, Vision for Success goals, and meet the accreditation standards.
- H. Recommend the convening of task forces as necessary to accomplish the goals of the Strategic Plan.
- I. Provides oversight on accreditation matters and ensures that college work aligns with the accreditation standards.
- J. Facilitate updates to the Strategic Plan and Educational Master Plan in accordance with the appropriate timelines.

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- K. Participates in the preparation of the college's self-evaluation for accreditation as appropriate.

III. Membership

- A. The membership is comprised of standing members representing constituent leadership groups, committee chairs/coordinator, and members of the executive leadership. All members have voting rights.

- President
- Academic Senate President
- Associated Student Government President
- Classified Senate President
- Vice Presidents
- State Center Federation of Teachers, President or designee
- California School Employees Association, President or designee
- Accreditation Liaison Officer
- Institutional Research Assessment and Planning Director
- Student Equity and Success Director
- Guided Pathways Coordinator
- Professional Development Coordinator
- Program Review Coordinator
- Director of College Technology Services

- B. The Council will annually select a mentor to assist the Associated Student Government President with onboarding and matters related to the College Council

IV. Management

- A. Chair – Vice President (rotates each academic year between VPs – VPESIE, VPI, VPSS, VPAS) and constituent group President (rotates each academic year between Academic Senate, Classified Senate, and Associated Student Government)
- B. Recorder and meeting documents will be completed by the Vice Presidents administrative support personnel. Responsibilities include:
 - work with chair to prepare agenda and materials
 - post agenda and materials including draft meeting minutes 72 hours prior to the meeting on committee SharePoint site
 - maintain committee SharePoint site
 - send out all necessary committee communication
- C. Meeting Schedule – Meetings will be conducted a minimum of once a month during the academic year. Additional meetings will be scheduled if deemed necessary by

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the College Council. The meeting calendar will be set at the first meeting in January for the following academic year.

- D. Attendance – It is the responsibility of the committee member to notify the committee chair when they will not be able to attend a scheduled meeting. If a member of the committee has two absences in one semester, the chair will notify that member and their supervisor or constituency about the absences.

V. Decision Making

- A. The College Council will make decisions based on consensus. Members bring the perspective of their constituent groups to the decision-making process. The membership will consider the college and community as a whole, not just the constituent group the member represents. Collegial discussions will be based on quantitative and qualitative data. The focus will be on what is best for our students. Complete unanimity is not the goal. A consensus may not represent everyone's first priorities. Full consensus is reached when a recommendation is deemed sufficiently agreeable such that all members of the group can support the group in choosing it and no member opposes it. Qualified consensus is reached when a recommendation is deemed sufficiently agreeable such that no more than two members of the group oppose it and the dissenters are willing to stand aside because they do not feel the issue is critical and/or because they are not totally and absolutely opposed to it. A member who stands aside is placing confidence in the group to reach a decision. All members have had the opportunity to voice their opinions, and all members can affirm their opinions have been heard.
- B. Quorum will be 50% plus one of the total current voting membership, with membership from each constituent group in attendance.
- C. For the purposes of establishing quorum, members who must miss a meeting may name a proxy who may participate in determining consensus. The absent member must notify the Chair of the proxy prior to the meeting.

VI. Review of Operating Agreement

- A. The College Council will review this operating agreement once every two years prior to the end of the academic year
- B. Process for Proposed Changes: Proposed changes to the operating agreement shall be made evident by the use of track changes in the document. Proposed changes to the operating agreement will be submitted to constituency group leadership to determine necessity of full constituency review and approval. If a full review is not deemed necessary, the College Council will adopt changes. If a full review is deemed necessary by any of the constituency groups' leadership,

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then the proposed changes will be sent to the constituencies for the approval process. The currently approved operating agreement will be in effect until proposed changes have been approved by all constituencies. *(Approval dates to the revisions by constituent groups will be noted in a footnote. If revisions are the result of constituency leadership review rather than full constituency approval, review dates will be noted in the footnote.)*

VII. Measurable outcomes:

- A. Alignment of Mission, Educational Master Plan, and Strategic Goals
- B. Constituent groups are satisfied with communication facilitated among groups and with college president.
- C. Council satisfactorily communicates outcomes of recommendations made to the college president.
- D. Committee, work group, and task force actions, as evidenced in year-end reports, align with college strategic plan, goals, Vision for Success goals, or the accreditation standards.
- E. Participatory Governance Manual is updated biannually