COLLEGE GOVERNANCE REVIEW COMMITTEE
OPERATING AGREEMENT

Scope of the Committee:
The purpose of the College Governance Review Committee is to ensure that all constituent groups actively participate in the college's planning and decision-making. The role of the committee is to review and insure that the participatory governance process is maintained. The College Governance Review Committee does not make recommendations related to the actual decision, but rather serves as an investigating body regarding whether or not participatory governance has been followed.

Duties and Functions:
- Establish a governance relationship with the District that fosters collaboration between the District and Fresno City College.
- Consider college wide governance concerns and forward recommendations to the Strategic Planning Council (SPC).
- Develop and maintain a participatory governance handbook.
- Develop and submit a yearly activity report to SPC.
- Develop, monitor, and coordinate college wide governance awareness activities.

Membership:
- Three (3) faculty – appointed by Academic Senate.
- Three (3) classified – two (2) appointed by CSEA, one (1) appointed by Classified Senate.
- Two (2) administrators – appointed by the college president.
- Three (3) students – appointed by Associated Student Government.
- College president or designee.

Terms for Membership:
- The members, who shall be appointed by their respective constituent groups, shall serve a two-year term. Membership will be staggered.
- Substitution of members is at the discretion of the constituent group.
- The chair of the committee will notify the constituent group leader upon two consecutive absences without notification or substitution of a member.

Management of the College Governance Review Committee:
- The committee chair from the previous year shall call the first meeting of the new academic year.
- The chair shall serve for one year. The duties and responsibilities of the chair shall include:
    - Call meetings.
    - Develop agendas.
    - Ensure that all committee materials are recorded and posted.
    - Facilitate meetings.
    - Report committee recommendations to the Strategic Planning Council.

    - Submit required annual reports.
- The chair-elect of the committee shall be selected by the membership of the committee at the first meeting of the academic year.
- The duties and responsibilities of the chair-elect shall include:
    - Perform all the duties of the chair in case of his or her absence.
    - Assist the chair with any of his or her duties if necessary.
    - Perform other duties as needed.
    - The chair-elect automatically assumes the position of chair at the end of the current chair's term.
- The committee shall meet regularly during the academic year as announced by the chair.
- The committee works on a consensus basis.
- **All constituent groups must be represented in order to approve a decision.**

Revised by CGRC: 3/09/2012
Academic Senate: 3/14/2012
ASG: 4/24/2012
CSEA: 4/17/2012
Classified Senate: 3/21/2012
President's Cabinet: 3/01/2012