

Resolution Requesting Transparent, Collaborative Updating of and Adherence to District Administrative Procedures

5.17.22

Whereas, Administrative Procedures are issued by the Chancellor as statements of regulations, rules, and practices to be used in implementing Board Policy. Administrative Procedures are consistent with the intent of Board Policy. Administrative Procedures are revised as deemed necessary by the Chancellor;¹

Whereas, The Peralta Community College District uses the Board Policy and Administrative Procedure Service provided by the Community College League of California. CCLC provides updates biannually (in Fall and Spring) in order to ensure that board policies and administrative procedures reflect recent revisions in federal/state statutes and regulations as well as accreditation standards to ensure the board policies and administrative procedures remain current. The District also regularly reviews board policies and administrative procedures in order to make any needed local updates;²

Whereas [Board Policy 2510](#) states that “the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Chancellor action under which the District is governed and administered”;

Whereas many district Administrative Procedures outline processes for constituency appointments;

Whereas the district has not adhered to a transparent system for updating administrative procedures, bringing forward updates to the Participatory Governance Council for approval without tracked/highlighted changes (AP 7400, April 22), updating policies without Participatory Governance Council Approval (AP 5410 updated March 23, 2020) and asking Participatory Governance Council members for an “E-Vote” without discussion (AP 5410, March 25);

Whereas, most recently, during the District Academic Senate meeting on May 3, district officials announced that the selections for 16 Emeritus statuses were made, without constituency participation required by [Administrative Procedure 7800](#);

¹ <https://www.peralta.edu/boardoftrustees/bp-ap>

² <https://www.peralta.edu/boardoftrustees/bp-ap>

Whereas the Accrediting Commission for Junior and Community Colleges' [Standard IV: Leadership and Governance](#) outlines the importance of participatory governance in decision making, citing that "Through its system of board and institutional governance, the institution ensures the appropriate consideration of relevant perspectives; decision-making aligned with expertise and responsibility; and timely action on institutional plans, policies, curricular change, and other key considerations";

Whereas proper participatory governance practices bring the input, perspectives and experiences of all members of the PCCD community to the table, honoring and respecting their voices;

Be it resolved that the district creates a system for updating Administrative Procedures that allows members of the Participatory Governance Council to clearly preview changes or updates to policies with 72 hours of review time, per [Brown Act](#), in order to vote;

Be it resolved that the Laney Faculty Senate affirms that E-Votes are not an adequate method for voting on changes or updates to administrative procedures, as E-Votes disallow necessary context and discussion, and are contrary to transparent participatory governance processes;

Be it further resolved that the Laney Faculty Senate asks that the district administration to follow Administrative Procedure, respecting the role of participatory governance and the processes that allow participatory governance to flourish at the Peralta Community College District.