



Jane McBride Gates
Provost and Senior Vice President

MEMORANDUM

DATE: November 7, 2019

TO: Mike Stefanowicz, Co-Chair, SF ASA CC
Dr. Pat Bouffard, Co-Chair, SF ASA CC

FROM: Jane M. Gates, Ph.D., Provost and Senior Vice President for Academic and Student Affairs

SUBJECT: Charge to the Students First Academic and Student Affairs Consolidation Committee (SF ASA CC)

Background

The Connecticut Board of Regents of Higher Education (BOR) via Resolution BR #18-089 endorsed the Students First revised plan on June 21, 2018 to prepare for a singly accredited community college by: *...aligning college curricula statewide, while addressing local and regional distinctiveness, to support high quality educational programs and seamless transfer, including adoption of a statewide general education curriculum;*

President Mark Ojakian announced the formation of the Students First Academic and Student Affairs Consolidation Committee (SF ASA CC) and its charge on December 8, 2017. The committee was charged “with the responsibility to work out the details associated with the one community college consolidation related to academic and student affairs on the twelve community colleges. Specifically, the committee will provide guidance on the alignment of academic programs (shared and differentiated), assessment, policies, procedures, institutional data, websites, catalogs and other relevant issues to campus constituents.”

Under the auspices of the SF ASA CC, the Shared Governance Workgroup was formed on December 16, 2018 and charged by the Provost. The charge provided specific responsibilities and parameters. “The Shared Governance Workgroup is charged with crafting a proposal on how to operationalize the concepts noted above and, ultimately, to provide to the **One College** its governance structure. This includes: defining shared governance, determining eligibility for governance members, describing membership [terms, voting rights, organizational placement, etc.], recommending policies for governance, etc. Understanding the complexity of governance and the many domains or layers affected [BOR, presidential/CEO, One College, regional, and local campus based decision-making], the workgroup will develop and recommend the governance structure that relates to academic and student affairs for the **One College**. Using accepted higher education practices, existing expertise in the CSCU community colleges, and best practices, this workgroup will make its recommendations to the ASA CC.” [emphasis added]

Response to Recommendations outside the Scope of the Workgroup

The responsibilities of the Shared Governance Workgroup set forth in the charge explicitly relates to the One College, the future state. The request to create an interim curriculum committee to develop curriculum during the transition exceeds the charge of the workgroup.

Group Membership

Members include elected faculty and staff representatives from the twelve community colleges, six members from the ASA CC and two community college student representatives. It is expected that other individuals may be invited to attend as their expertise is needed.

Workgroup Term

The Shared Governance Workgroup is temporary. It is formed for a specific task and dissolved after the completion of the task or achievement of the responsibilities.

Resignation of Members

Members who choose not to fulfill the responsibilities set forth in the December 16, 2018 charge may resign from the workgroup.

Dissolution of Workgroup

The workgroup may be dissolved due to failure to complete the responsibilities set forth in the charge.

Deadlines

Deadlines matter. Everyone has work to do, and failing to do our own work in a timely, professional manner unnecessarily delays the work of others. Deadlines provide evidence of deliverables.

1/31/2020 – 4/30/2020: Shared Governance proposal to college governance bodies

5/1/2020 – 5/29/2020: Shared Governance model is forwarded to BOR for Policy approval

Students First Gantt Chart