

# Chancellor's Council Organization

## Charge

The Chancellor's Council (CC) is the primary districtwide, participatory governance leadership team that advises the chancellor on institutional planning, budgeting, and governance policies and procedures affecting the educational programs and services of the San Bernardino Community College District. CC members serve as a conduit for cross-district communication on these issues, soliciting feedback from and disseminating reports and updates to constituency groups.

Members of the CC advise and make recommendations to the chancellor regarding district goals and priorities that are of major importance to the district in providing opportunity and promoting quality, integrity, accountability, and sustainability in carrying out the mission and goals of the district.

## Meetings

1<sup>st</sup> Tuesday, 3 p.m. via Zoom, Non-Brown Act

Members will:

- Honor agenda and be prepared to participate in the entire meeting.
- Keep discussions focused on the issues, not on the person presenting them, nor on items not immediately relevant to the topic.
- Encourage full and open participation by all CC members and make a concerted effort to avoid discussions that are dominated by a few people.
- Welcome and solicit diverse opinions and viewpoints, remembering that disagreements are acceptable, often leading to good decision-making.
- Practice active listening skills in order to avoid pre-formulated responses, interruptions and sidebar conversations.

## Representation

Members will:

- Maintain and promote a focus that is based on district strategic priorities rather than personal, constituency or college interests.
- Represent constituency with accuracy and truthfulness, presenting data as completely as possible and not selectively withholding information.
- Communicate a clear understanding of the issues and any CC recommendations to their constituency.
- Solicit input from and disseminate information to their respective constituency group.
- Base interpersonal behavior on the assumption that we are all people of goodwill, ensuring that interactions within and outside the CC meetings are consistent with expectations of discretion and respect for individual and institutional integrity.
- Honor and acknowledge the contributions of individuals as well as the accomplishments of the whole team, regardless of the level of controversy in the discussion or its outcome.

## Quorum

- 50%+1 of appointed voting members (not 50% of appointed members plus vacancies), and
- Two members from each site (CHC, SBVC, and DSO members, and
- Three out of the four Constituent Groups represented (students, classified, faculty, management).

Advisory Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

## Membership

- The Chancellor of the District, Chair
- Vice Chancellor of Human Resources and Police Services
- Executive Vice Chancellor
- Vice Chancellor of Educational and Student Support Services
- President of Crafton Hills College
- President of San Bernardino Valley College
- President of the CHC Academic Senate
- President of the SBVC Academic Senate
- President of the CHC Classified Senate
- President of the SBVC Classified Senate
- President of the CHC Student Body Association
- President of the SBVC Student Body Association
- President of Black Faculty and Staff Association
- President of the Latino Faculty, Staff and Administrators Association
- President of CTA
- President of CSEA
- President of Management Association
- Confidential Group Lead (Administrative Officer)
- President of Police Officers Association
- EEO Representative
- President of Asian Pacific Islander Association (APIA)

