



Samples of Decision Review Sign-off Sheets

PARTICIPATORY GOVERNANCE PROCESS FORM

Title or Subject of item(s) (draft attached) _____

Contact Person: _____

Extension: _____

Purpose of Submission

New Policy and/or procedures _____

Modification to current policy or procedure # _____

Deletion of policy and/or procedure: _____

Mandated: _____

Other: _____
(Non-Policy)

Justification for Submission: _____

Proposed Schedule

Group	Step	Target Dates
Shared Governance	Information	
Constituent Groups	Information	
	Discussion	
Shared Governance*	Action	
	Discussion	
	Action	
Governing Board**	First Reading	
	Second Reading	
	Action	

* Discussed and agreed upon by Shared Governance Council

** Determined by Superintendent-President (Chancellor)

Date on Shared Governance Council Agenda _____

CERTIFICATION OF POLICY/PROCEDURES DISCUSSION WITH UNIT MEMBERSHIP

Title or Subject _____
(Policy/Procedures)

The following representatives certify by their signature that the attached policy/procedures have been discussed with their organizational membership. The signatures do not attest to the approval or disapproval of the submitted policy/procedures.

Faculty

CTA/CCA : Signature _____ Date _____

Academic Senate: Signature _____ Date _____

Classified

Local XX: Signature _____ Date _____

CSEA: Signature _____ Date _____

Management

Educational Administrators: Signature _____ Date _____

Classified Management/Supervisory/Confidential:

Signature _____ Date _____

Students

ASG Officer: Signature _____ Date _____

ASG Officer: Signature _____ Date _____

Administration:

College President: Signature _____ Date _____

Chancellor/Cabinet: Signature _____ Date _____

APPENDIX E: SAMPLES OF SENATE—BARGAINING UNIT JOINT ISSUE COMMITTEES