

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	
	Action	
	Discussion	
Shared Governance*	Action	
	Discussion	
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: _____

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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

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Appendix E: Samples of Senate—Bargaining unit Joint Issue Committees