**CT STATE**
COMMUNITY COLLEGE

Shared Governance Group Name:   **Statewide Discipline Councils (SDCs)**

Currently the CSCU Board of Regents has recognized that *Shared Governance* can be conceptualized as:

> *Consonant with the mission, vision, and goals of the CSCU System, the Board of Regents and the Faculty Advisory Committee recognize the importance of administration, faculty, staff, and student cooperation in contributing to the advancement of shared governance in the CSCU institutions. Shared governance is defined as communication, collaboration, and mutual accountability between administration, faculty, staff, and students which advances excellence in the operation of CSCU institutions.* [CSCU Website; Regents: Shared Governance Award]

Connecticut State Community College ("CT State") is a student-centered institution and is committed to collaborative decision making through shared governance.

The Shared Governance model for the Connecticut State Community College will foster:

- A student-centered and equity-focused culture, which supports the development of the whole student, including learning inside and outside of the classroom
- A voice for all members of the college, including students, faculty, staff, and administrators
- Transparency and trust through clear communication
- Freedom to respectfully debate or disagree without fear of recrimination
- Representation from all campuses and constituencies
- Participatory decision making, with the acknowledgement that the legislated authority for all decisions rests with the Connecticut Board of Regents for Higher Education (BOR)

Charge

The primary charge of the Statewide Discipline Councils will be to:

- Develop and support proposed curriculum proposals, including courses, certificates, and degrees through activities such as:
    - Reviewing initial proposals submitted to the SDC.
    - Ensuring alignment takes place among the applicable campus program/discipline coordinators of the proposed curriculum.
    - Seeking input from campus constituents by posting draft proposals for 2-4 weeks to gather feedback, incorporating feedback as appropriate, and updating proposals.
    - Forwarding and presenting approved proposals to the appropriate SACC and sending updates to Campus Academic Departments.
- Review and provide input to specialized accreditation and/or program reviews, as applicable.
- Engage in discipline-level curricular alignment as appropriate, such as credentialling, credit for prior learning (including AP and CLEP exams), etc.

To honor the NECHE standard that curriculum is the primary domain of faculty (3.15) and to maximize the ability to timely respond to industry needs and streamline the process of curriculum development, the Statewide Discipline Councils are not a sub-committee of the College Senate.

<u>Membership</u>

A guiding principle for Statewide Discipline Council (SDC) membership is that there should be representation from each campus where discipline programming is available.

This membership will include:
- Up to 12 full-time Faculty members (1 from each campus where discipline programming is available)

Each SDC may opt to follow Robert's Rules and will determine its processes for managing and sharing agendas, minutes, and materials in a timely manner. All SDC meetings should be recorded for those that miss the meeting or are serving on multiple SDCs. If there are individuals with ongoing conflicts, alternative voting needs to be established.  The SDC shall define majority and quorum for voting purposes.

<u>Curriculum Approval Process at SDC Level</u>

- Proposal starts with one faculty member/group.
    - They convene with their program/discipline peers across CT State to complete the draft proposal paperwork.
    - The draft proposal is sent to the Chair of the appropriate SDC.
- The SDC meets to discuss the proposal and ensure alignment has been completed.
    - When possible, it is recommended that the draft proposal originator, or designee, attend the SDC meeting to present the proposal to the SDC.
- Proposals are shared publicly and campuses have 2-4 weeks to provide feedback.
- SDCs incorporate feedback/update proposals:
    - The draft proposal originator, or designee, must attend SDC meeting after feedback is gathered to make changes in collaboration with the SDC.
    - If changes are substantial (i.e., involve name, credit, or other significant changes), the proposal is sent back to all applicable campus program/discipline coordinators to ensure consensus of the changes/updates.
        - The proposal originator, or designee, would bring the updated proposal back to the SDC for approval the following meeting (no additional public feedback would be needed).
    - If changes are unsubstantial/minor, the proposal is moved forward to SACC upon approval by the SDC.
    - The SDC approved proposal is forwarded to the SACC and a copy is sent to campus academic departments for optional votes to recommend approval or revision at the SACC level.
- SDC Chair presents the aligned proposal to the SACC.
    - The proposal originator, or designee, must attend SACC meeting to answer any questions about the proposal.

Detailed information on the Shared Governance model and the CT State Governance structure is available at https://www.ctstate.edu/governance/.

2/1/2023

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Charged by Dr. Miah LaPierre Dreger                                            Charge Date
Interim Provost, CT State Community College