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Shared Governance

Historical Perspectives

- Strategic Planning
- Two-pronged model of shared governance
- New Faculty Handbook
- Administrative Restructuring
- Chancellor’s Writing Group Task Force
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Problems with Existing Shared Governance Model

- Timely access to valid and reliable information
- Current process not functional throughout the calendar year
- Lengthy and cumbersome process
- Multiple entry points – very confusing
- Vesting of faculty in the shared governance process/faculty commitment
- Communication
Suggestions:

- Streamline and clarify the process
- Combine AGOC and IGOC → SGOC
- Committee membership will be essentially unchanged and will not be too large given the number of duplications needed for 2 committees
- SGOC will serve as the one entry and exit point for all shared governance issues on the ASU-J campus
President of the Faculty Senate
President of the Staff Senate
One elected/appointed member of the Executive Council
Chair of the Academic Deans Council
Chair of the Chairs Council
3 tenured faculty members appointed by the Faculty Senate
3 staff members appointed by the Staff Senate
Chair of the Faculty Handbook Committee
President of the Student Government Association
President of the Graduate Student Council
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Shared Governance Oversight Committee (SGOC)
Duties and Responsibilities

- Combine duties of two existing oversight committees
- Establish accountability for SG process
- Support shared governance committee duties (orient new faculty to the shared governance process, delineate duties of committees and committee chairs, address issues of constituency concern, develop templates for shared governance proposals, agendas and minutes, etc.)
- Communicate regularly with the Chancellor
- Forward recommendations from SG process to the Chancellor
- Recommend the establishment or deletion of shared governance committees to the Chancellor
- Set a timeline for all issues pertaining to shared governance
In addition to their regular committee function, when a proposal becomes the responsibility of a shared governance committee, the SGC shall:

- Accurately describe the issue
- Provide appropriate supporting documentation
- Include a proper analysis of the issue
- Engage appropriate constituency groups (e.g., Faculty Senate, Staff Senate, Faculty Handbook Committee, etc.) on all issues and include constituency group’s comments, concerns and suggestions in their final draft as appropriate
- Post information to the website such as agendas, action items, and minutes
- Have authority to recommend the SGOC withdraw the proposal
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Suggested Shared Governance Action/Decision Deadlines

- 30 calendar days* – Expedited Review
- 60 calendar days* – Full Review
- 90 calendar days* – Extended Review
- PLUS 21 calendar days after final recommendation is submitted to the SGOC to allow for final votes from appropriate constituency groups (i.e., Faculty Senate, Staff Senate, etc.)

*Excluding holidays/times when the university is closed.
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Administrative Support for Shared Governance

- Website (a system that allows for easy access to information, full disclosure, and the use of electronic solutions to monitor the process and move the business of shared governance forward in a timely fashion)
- Clerical (possible quarter-time secretarial)
- Student (graduate assistant or work study)
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Shared Governance Process

- Any constituent (individual or group) may submit a proposal into the shared governance process. In order to be considered, each proposal must contain the following and be directed to the Chairperson of the Shared Governance Oversight Committee (SGOC).
  - Date
  - Sponsoring Constituent
  - Statement of the Issue
  - Rationale for Proposal
  - Type of review (extended, full, or expedited)
<table>
<thead>
<tr>
<th>Shared Governance Process</th>
<th>Date Received</th>
<th>Date Forwarded</th>
<th>Type of Review (extended, full or expedited)</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>SGOC Chairperson/SGOC</td>
<td></td>
<td>5,3, or 2 days</td>
<td>Establish type of review and forward to SGC</td>
<td></td>
</tr>
<tr>
<td>SGC Chairperson/SGC</td>
<td></td>
<td>5,3, or 2 days</td>
<td>Forward to Constituency Groups</td>
<td></td>
</tr>
<tr>
<td>Constituency Chair/Constituency Groups</td>
<td></td>
<td>21, 14, or 7 days</td>
<td>Forward comments to SGC</td>
<td></td>
</tr>
<tr>
<td>SGC</td>
<td></td>
<td>21, 14, or 7 days</td>
<td>Prepare final draft for voting and forward to SGOC</td>
<td></td>
</tr>
<tr>
<td>SGOC</td>
<td></td>
<td>5,3, or 2 days</td>
<td>Return to Constituency Groups for Up/Down vote</td>
<td></td>
</tr>
<tr>
<td>Constituency Groups</td>
<td></td>
<td>21 days</td>
<td>Notify SGOC of vote</td>
<td></td>
</tr>
<tr>
<td>SGOC</td>
<td></td>
<td>5,3, or 2 days</td>
<td>Tally vote results from Constituency Groups and make final recommendation to Chancellor</td>
<td></td>
</tr>
<tr>
<td>Chancellor</td>
<td></td>
<td>Up to 10 days</td>
<td>Inform Campus Community of decision and forward to President as appropriate or if unsupported, inform Campus Community of rationale for decision</td>
<td></td>
</tr>
</tbody>
</table>
Steps

- The SGOC via the Chairperson receives the proposal and establishes the type of review.
- The SGOC will evaluate the proposal and make a determination regarding the constituency groups that should be included within the proposal routing.
- Within 5, 3, or 2 days of receiving the proposal, depending on the type of review, the SGOC will forward to the appropriate SGC.
- If there is not an appropriate SGC to review the proposal, the SGOC may function as the SGC.
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Steps

The SGC, via the Chairperson, will receive the proposal and, depending on the type of review, will forward the proposal within 5, 3, or 2 days to the appropriate constituency groups.
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Constituency Groups

- Vice Chancellor(s)
- Faculty Senate
- Staff Senate
- Academic Deans Council
- Chairs Council
- Student Government Association
- Graduate Student Council
- Faculty Handbook Committee
- Others as determined by SGOC
The various constituency groups (CGs) will receive the proposal from the SGC, via their respective chairpersons, and have 21, 14, or 7 days, depending on the type of review, to respond to the proposal.

The CGs will forward their recommendations back to the SGC.
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Steps

- The SGC will have 21, 14, or 7 days, depending on the type of review, to prepare the final draft of the proposal and forward to SGOC.

- The SGOC will have 5, 3, or 2 days, depending on the type of proposal, to forward the final draft to the CGs for an Up/Down vote.
The CGs will have 21 days to notify the SGOC of their votes.

The SGOC will have 5, 3, or 2 days to compile the votes and make their final recommendation to the Chancellor.

The Chancellor will have up to 10 calendar days to inform the Campus Community of the decision and forward to the President as appropriate, or if unsupported, inform the Campus Community of the rationale for the decision.
In order to move this proposal forward and implement this process as soon as possible, an expedited review of the following proposal through the current shared government system is requested.
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Task Force Members

- Mitch Holifield
- Dan Howard
- Julie Isaacson
- Glen Jones
- Lucinda McDaniel
- Mike McDaniel
- Louella Moore
Proposal to Change Existing Process

Shared Governance Proposal to Change Existing Shared Governance Process

Date: August 20, 2008

Sponsoring Constituent: Chancellor’s Writing Group Task Force

Statement of the Issue: The current process is lengthy and cumbersome. It does not: 1) provide timely access to valid and reliable information, 2) does not function throughout the calendar year, 3) has confusing multiple entry points, 4) still has not fully achieved faculty vesting in the process, and 5) communication is problematic.

Proposal: We propose a revised process for shared governance for ASU-Jonesboro Campus Community. This proposal will also impact the Faculty Handbook and is presented as both a process change and a Faculty Handbook change. The proposed changes to streamline and clarify the process as follows:

Combine the Academic Governance Oversight Committee (AGOC) and the Institutional Governance Oversight Committee (IGOC) into the Shared Governance Oversight Committee (SGOC)

- The SGOC Committee will be comprised of the following:
  - President of the Faculty Senate
  - President of the Staff Senate
  - One elected/appointed member of the Executive Council
  - Chair of the Academic Deans Council
  - Chair of the Chairs Council
  - Three tenured faculty members appointed by the Faculty Senate
  - Three staff members appointed by the Staff Senate
  - Chair of the Faculty Handbook Committee
  - President of the Student Government Association
  - President of the Graduate Student Council

- The SGOC will serve as the single entry and exit point for ALL shared governance issues on the ASU-J campus

The following table details the proposed shared governance routing process:
Questions?