ACADEMIC SENATE
for California Community Colleges
LEADERSHIP · EMPOWERMENT · VOICE

LPC
Academic Senate
Orientation

2026 Edition

Shared Governance

- California Education Code (Ed Code) = LAW
- Title V = BOG interpretation of Ed Code
- CLPCCD Board Policy

Ed Code 70900

There is hereby created the California Community Colleges, a postsecondary education system consisting of community college districts heretofore and hereafter established pursuant to law and the Board of Governors of the California Community Colleges. The board of governors shall carry out the functions specified in Section 70901 and local districts shall carry out the functions specified in Section 70902.

Title V §53200

Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters.

“Academic and Professional Matters” 10+1

1) Curriculum, including establishing prerequisites and placing courses within disciplines
2) Degree and certificate requirements
3) Grading policies
4) Educational program development
5) Standards or policies regarding student preparation and success
6) District and college governance structures, as related to faculty roles
7) Faculty roles and involvement in accreditation processes, including self-study and annual reports
8) Policies for faculty professional development activities
9) Processes for program review
10) Processes for institutional planning and budget development

+1: Other academic and professional matters mutually agreed upon between the governing board and the academic senate

Consult Collegially

Rely primarily upon

(AS recommendations)

Or

Mutually Agree

(District and AS shall reach mutual agreement)

CLPCCD Board will rely primarily upon the AS for:

- Curriculum, including establishing prerequisites and placing courses in disciplines
- Degree and certificate requirements
- Grading policies
- Faculty roles and involvement in accreditation processes including the self study and the annual reports

CLPCCD Board will reach mutual agreement with AS regarding:

- Educational program development
- Standards and policies regarding student success
- District and college governance structures as related to faculty roles
- Policies for faculty professional development activities
- Process for program review
- Process for institutional planning and budget development

Subcommittees of the Academic Senate

- Curriculum Committee
- Distance Education Committee
- Faculty Hiring Prioritization Committee
- Honors Program Committee
- Program Review Committee
- Student Learning Outcomes (SLO)
- Career Technical Education (CTE)
- Professional Development Committee
- Student Equity and Achievement Committee

Collaboration with Participatory Governance Committees

- Chancellors Council
- College Council
- College and District Enrollment Management
- Planning & Budget

The Brown Act

- “All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.”
- -GC Section 54953(a)

As Brown Act pertains to AS

- *Title 5, section 53202* establishes the procedures for the formation of an academic senate.
- The steps include a vote of the faculty, plus certain actions by the district board after the faculty vote (recognition of the senate, authorization for faculty to establish structures and procedures, etc.).
- “The legally mandated joint action to be taken by the faculty of a community college and a district board in establishing an academic senate constitutes the requisite “formal action” contemplated by [the Brown Act].”

- Attorney General Opinion No. 83-304 (1983)

Appointed Bodies - Standing Committees

- Standing Committees of a legislative body are **ALWAYS** subject to the Brown Act.
  - Standing committees, irrespective of composition, which have either: (1) a continuing subject matter jurisdiction, or (2) a meeting schedule fixed by resolution or formal action of the legislative body.

- **Examples:** long-term committees on budgets, transportation, professional development, or curriculum.

Appointed Bodies – Temp Advisory Cmte Exception

- **Ad Hoc:** “Made or happening only for a particular purpose or need.”

- A temporary advisory committee **composed solely of less than a quorum** of the legislative body that serves a limited or single purpose, that is not perpetual, and that will be dissolved once its specific task is completed is not subject to the Brown Act.

- **Examples:** 4 person Committee to revise Bylaws, 2 person election committee, 3 person committee to write vote of no confidence

What constitutes a “meeting”:

- “Any congregation of a majority of the members of a legislative body at the same time and location to hear, discuss, deliberate, or take action upon any item that is within the subject matter jurisdiction of the legislative body.”

  - GC Section 54952.2(a)

- The Brown Act is not limited to “meetings” where a final decision is made!
  - “HEAR”
  - “DISCUSS”
  - “DELIBERATE”

Serial Meetings

- "A majority of the members of a legislative body shall not…use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body."

  - GC Section 54952.2(b)(1)

- Common Types of Serial Meetings:
  - Daisy Chain
  - Hub and Spoke
  - Email

Exceptions

- **Individual Contacts**
  - But beware of the serial meeting!
- **Social or Ceremonial Occasions**
  - So long as business of the state body is not discussed
- **Conferences**
  - So long as they are open to the public and involve subject matter of general interest to the public
- **Meetings of Another Legislative Body**
  - The meeting must be open to the public and properly noticed

Brown Act Key Requirements

- Agenda posted 72 hours in advance
- All member locations are on agenda and posted
- Specify the time and location of the meeting
- Posted in a location that is freely accessible to members of the public and on the website (if there is one)
- ADA-compliant at all access points
- Provide opportunities for members of the public to attend and address the legislative body
- Only deliberate on items on the agenda
- Publicly report any action is taken and vote of each member present (roll call vote if any members are remote)

Special Meetings (Gov Code §54956)

- Agenda posted 24 hours in advance
- Specify time and location of meeting
- Posted in a location that is freely accessible to members of the public and on committee website (if there is one)
- Special meetings should be used for special circumstances and not clerical or posting errors

Teleconference meetings (Brown Act Classic)

- Agendas must identify each teleconference location and be posted at each location.
- Each location must be open and accessible to the public and allow for public participation.
  - Example: Hospital bed
  - Example: No participation by cell phone in car
- Agenda must provide an opportunity for public comment from each teleconference location.
- At least a quorum of the legislative body must participate from locations within the local agency's jurisdiction.
- All votes must be audible and taken by **roll call.**

SB 707: Limited Remote Participation for Members

- SB 707 does not allow for fully virtual Brown Act Meetings
  - At least a quorum must be participating from the same physical location identified on the agenda and open to the public
  - Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body.
    - Votes by roll call
    - Give notice, post agendas at all locations, including teleconferencing areas.
    - Allow members of public to access meeting and agenda.

SB 707: Limited Remote Participation for Members, continued

- A member of a legislative body participating in a meeting by remote participation pursuant to this subdivision shall do both of the following:
  - The member shall participate through both audio and visual technology, except that any member with a disability, as defined in Section 12102 of Title 42 of the United States Code, may participate only through audio technology if a physical condition related to their disability results in a need to participate off camera.
  - The member shall disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any of those individuals.

“Just Cause”

- A contagious illness that prevents a member from attending in person.
- A need related to a physical or mental condition that is not subject to subdivision (c) of Section 54953.
- Travel while on official business of the legislative body or another state or local agency.
- An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the member that requires the member to participate remotely.
- A physical or family medical emergency that prevents a member from attending in person.
- Military service obligations

Limitations to remote participation

- No Academic Senate member can serve to participate meetings of the legislative body solely by teleconferencing from a remote location or no more than 5 meetings per year.

- Note: Usage of remote participation is capped per calendar year depending on the body's meeting schedule: 2 meetings for bodies meeting monthly or less, 5 meetings for twice-monthly bodies, and 7 meetings for bodies meeting three or more times a month.