Participatory Governance Decision Making Guiding Principles at Cabrillo College

Cabrillo College encourages collegial rapport among all stakeholders while focusing on students, our primary stakeholders making student success our primary focus. Within participatory governance committees the process is to work with others in making decisions that are in the best interest of the college and not just one constituency or one individual. The institution is lifted by perspective-sharing within the bigger picture.

We are guided by:

- A perspective of larger institutional planning
- All participants taking responsibility for relaying and sharing information as well as providing constituent feedback to the committee on which participants serve
- Providing expertise from constituencies but deciding from a college perspective
- Gathering information as part of the decision-making process
- Trusting the intent of the committee participant
- Acknowledging competing interests but working for the good of the college as a whole

Tools for participatory governance decision making:

All Master Planning documents of the college including but not limited to:

- Educational Master Plan
- Cabrillo Connects Strategic Plan
- Facilities Master Plan
- Technology Plan
- Distance Education Plan
- Student Success and Support Plan
- Student Equity Plan

Data from the college or outside entities including but not limited to:

- Program data
- Population/demographic data
- Institutional data
- Economic vitality data
- Budget data
- K-12 / CalPass data
- SBCCC regional data
- Other county, other regional, statewide, and national data, as appropriate

There are three foundational premises to inform and clarify the use of data within the collegial decision making process:

- Belief that the data/information is trustworthy, reliable, accessible and transparent to the college
- Agreement that additional data may be required and requested as part of the process
- Understanding that data may need explanation and review as part of the decision-making process
Decision-Making for CPC:

- We agree that adequate time and review is spent on decisions as needed and appropriate.
- Whenever possible consensus will be the desired approach. Participants will use the thumbs up/thumbs down approach and for those who can ‘live with the decision’ a sideways thumb can be used. When a participant ‘lives with the decision’ it implies an appropriate timeline for evaluation and review of the process (to be decided by the committee).
- We agree that when conflict arises, a vote may be taken as part of the process but not until reasonable avenues for consensus have been attempted.
- We agree that all decisions and recommendations go to the president as advisory; should the president disagree with the decision/recommendation, a written response will be provided to the committee.

Behaviors Beneficial to the Participatory Governance Process:

- Listening for understanding: strive to explain the opposing position or idea.
- Clarifying and summary of ideas or positions – checking for understanding.
- Encouraging all to participate.
- Encouraging the greater good.
- Upholding/maintaining an institution-wide perspective.
- Maintaining respectful dialogue/respectful rapport.
- Having fun.