

**San Diego Miramar College  
College Governance Handbook Change Form**

**Section to be completed by Requestor:**

Requestor's Name: \_\_\_\_\_

Committee Name: \_\_\_\_\_

Type of Change:

General Edit          Membership          Purpose/Charge          Responsibilities

Do you feel this change needs to take place immediately?          Yes          No

Detailed Description of Change: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Purpose of Change: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is there supporting documentation?          Yes          No

**Section to be completed by College Council:**

Date Submitted to College Council: \_\_\_\_\_

Date of Meeting with Requestor: \_\_\_\_\_

Constituency Review:

Administrators          Academic Senate          Classified Senate          Students

College Governance Taskforce Recommendation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

College Council Meeting Date/Time to Review All Requests: \_\_\_\_\_

College Council Decision: \_\_\_\_\_

\_\_\_\_\_

College President Decision: \_\_\_\_\_

Signatures (by signing, you confirm that the process was adhered to as described in the "Process for Requesting Changes to the College Governance Handbook" document):

College President: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Senate: \_\_\_\_\_ Date: \_\_\_\_\_

Classified Senate: \_\_\_\_\_ Date: \_\_\_\_\_

Students: \_\_\_\_\_ Date: \_\_\_\_\_

Requestor: \_\_\_\_\_ Date: \_\_\_\_\_