

EDUCATIONAL SUPPORT SERVICES COMMITTEE
RECOMMENDATION TO THE CHANCELLOR

Subject/Item: Approval of revisions to charge of IPBM- ESS Committee

Background:

The Integrated Planning and Budget Model districtwide governance Educational Support Services (ESS) Committee is submitting requested revisions to its charge. The charge had been unchanged since the initial model was drafted, and the Committee wanted to have changes made to accurately reflect its role in the districtwide governance process, including input from other stakeholders such as the Colleges' institutional researchers. In addition, some earlier language needed to be revised to reflect current usage.

This effort was part of the continuous quality process that is part of the CLPCCD governance model, including annual review of the committee's charge, processes and activities.

The ESS Committee began work on its charge in spring 2017, and finalized its changes in fall 2017. Following a first review/reading, a subsequent meeting for further discussion, and then a second reading of the final proposal, across three consecutive ESS Committee meetings, the committee approved the changes by consensus, with no abstentions or objections. The committee's recommendation was then forwarded for review and approval.

The revisions were submitted for consideration by the Chancellor's Council for consideration. The ESS Committee charge was presented to the Council at its meeting in February, 2018. Council members reviewed and vetted the language, submitting several minor editing suggestions. The recommended changes were also shared with the District Executive Staff and Extended Senior Leadership Team at two of their meetings.

Committee Recommendation:

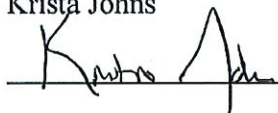
The committee as a whole recommends approval of the Educational Support Services Charge, as revised (attached).

Recommended By Consensus: (with no objections or abstentions)

Submitted by District Chair:

Krista Johns

Signed:



Chancellor's Action:

Approved Disapproved _____ Tabled for Further Discussion _____

Chancellor's Signature:



CLPCCD Educational Support Services (ESS) Committee

Open meeting and core representatives use a consensus decision-making process informed by the Guiding Principles of the IPBM process. Keeps and posts minutes on the web. This committee will meet monthly initially and then as appropriate.

Charge:

1. Reviews **and makes recommendations on referrals from and** requests ~~and make recommendations~~ to the CLPCCD Planning and Budget Committee for district-wide support for educational initiatives at the colleges, and the allocation of resources beyond those outlined in the Budget Allocation Model (BAM).
 - a. Assures ~~all-requested~~ educational initiatives are responsive to and aligned with the district and colleges' educational missions, program reviews, strategic priorities, goals, community expectations, and student learning needs.
 - b. Integrates assessment findings, data and trend analysis to evaluate effectiveness of the funded educational initiatives and make recommendations ~~for-on~~ improvements and ~~additional-district~~ resources.
2. Facilitates the coordination, alignment, and integration of college planning with district-wide educational planning and resource allocation, including both instructional and non-instructional needs.
3. Provides a forum for discussion and synthesis of information from ~~College Curriculum Committees and Enrollment Management Committees, Calendar Committee, the colleges on instructional, learning support, and student services subjects, including the sharing of effective practices and consideration of districtwide impacts, and other applicable committee/work-groups~~ and discussion of **impacts from other districtwide committees on these areas of college practice.** ~~district-wide impact on human resources, resource development and the work of other district committees (e.g., Facilities, Technology, etc.).~~
 - a. Facilitates communication and cooperation between **the colleges committees** so that analysis and subsequent recommendations can be referred back to **the colleges committees and district** for possible ~~revision and~~ action.
 - b. ~~Coordinate-Consider and make recommendations on matters within the committee's scope related to compliance to with accreditation standards related to student learning programs and services.~~
4. Regularly assess committee processes and use assessment results for continuous improvement.

Chairs (3): The Committee shall be chaired by the Vice Chancellor of Educational Services & Student Success (VCESS), one Faculty and one Classified representative. **The Faculty and Classified co-chairs** will be elected at the first meeting of the committee, with attention given to the equal representation at all sites. The **VCESS district co-chair** is a facilitator and a non-voting member, unless there is a tie, and serves as a liaison to other district-wide committees.

Core Representatives:

- | | |
|--|---|
| Administration (4): | Vice Presidents of Academic Services (2)
Vice Presidents of Student Services (2) |
| Faculty (6): | Academic Senate Presidents (2)
Appointed by the Academic Senates (2 per college) |
| Faculty Association (1): | Appointed by the Faculty Association |
| Classified Professionals Staff (3): | Appointed by the Classified Senates (1 per senate) |

Classified Union (1):	Appointed by the Classified Union, SEIU Local 1021
Students (2):	Appointed by the Student Government Associated— Students (1 per college)

~~College data and research, performance indicators, and outcomes: District-wide and College Key Performance Indicators Over Five Years (disaggregated by ethnicity, where applicable and available):~~

~~As the annual calendar of discussion items is established, and update items are identified for the meeting agenda, the college researchers will be invited to identify and present research data that would be helpful to include in the ESS discussions, including information about performance indicators and outcomes.~~

~~{ Enrollment (FTES/Headcount) and associated demographics~~

- ~~▲ Financial Aid recipient rate~~
- ~~▲ Incoming Student Assessment Scores~~
- ~~▲ Overall Course Success~~
- ~~▲ Success in Basic Skills Courses (English, Math, ESL)~~
- ~~▲ Fall to Spring Persistence~~
- ~~▲ Fall to Fall Persistence~~
- ~~▲ Degree and Certificate Completion~~
- ~~▲ Transfer Rates and Transfer Institutions~~
- ~~▲ Employability (Perkins Indicators)~~
- ~~▲ Load and Fill Rates~~
- ~~▲ FTES—All courses and Technology-mediated courses~~
- ~~▲ FTES/FTEF Staffing Analysis (Student to Counselor/Staff Ratios)~~
- ~~▲ Student and Community Satisfaction overall ratings~~
- ~~▲ Employee Satisfaction~~
- ~~▲ Crime Statistics~~
- ~~▲ Student Success Support Program (SSSP)~~
- ~~▲ Student Equity Plan }~~

Regularly Reviewed Information Items:

- Practice changes necessitated by CCCCO and California legislative actions.
- Enrollments and budgetary developments which impact instruction, learning supports, and student services.
- ~~▲ New and revised approved courses and programs~~
- ~~▲ Enrollment Management reports and recommendations~~
- ~~▲ CTO reports and recommendations~~

Reporting/Recommending Responsibilities:

Primary – CLPCCD Planning and Budget Committee (PBC)

Other – **(report-back; recommendations)**

- ▲ Chancellor
- ▲ Chancellor's Council
- ▲ Colleges