

Board of Trustees~~The District~~

**AP 13002510** ~~COLLEGIAL CONSULTATION~~PARTICIPATION IN  
DISTRICT AND COLLEGE GOVERNANCE

**Reference(s):**

Education Code Sections 70902

Code of Regulations 51023.5, 51023.7, 53200-53206

Accreditation Standards IV.A and IV.D.7

The Board of Trustees is committed to participatory governance. This administrative procedure is intended to ensure that faculty, classified professionals, and students have the right and opportunity to participate effectively in district and college governance. This procedure also ensures the right of the Academic Senates to assume primary responsibility for making recommendations in the areas of academic and professional matters.

The Board and its designee receive advice and recommendations from faculty, classified professionals, and students through the district and college participatory governance systems, collegial consultation, and mutual agreement with constituent groups, and the drafting or revising of written policy and procedures.

**Chancellor's Council**

The Chancellor's Council coordinates and supervises the District governance system. As the final district-wide policy recommending body, Chancellor's Council solicits, involves, and utilizes the opinions of faculty, classified professionals, students, and administrators, and provides an opportunity for constituent groups to inform and advise each other on policy matters. It shall ensure that district-wide participatory governance committees do not misconceive their purpose or overlap their function, and that any policy recommendation emanating from one group but affecting other groups be reviewed by appropriate committees and constituent groups before reaching final approval and being submitted to the Board.

The composition of the Chancellor's Council shall be as follows: Chancellor, College Presidents, Academic/Faculty Senate Presidents, Classified Senate Presidents, Student Senate Presidents, President of the faculty exclusive representative, and President of the classified exclusive representative, and one representative from the Administrative Association. Changes to this composition must be jointly agreed upon

by the Chancellor and the Academic, Classified, and Student Senates.

### District and College Participatory Governance Systems

- Faculty, classified professional, student, and administrator participation in District participatory governance system is outlined in the Chabot-Las Positas Community College District Integrated Planning & Budget Model.
- Faculty, classified professional, student, and administrator participation in the Chabot College participatory governance system is outlined in the Chabot College Participatory Governance and Collegial Consultation Process.
- Faculty, classified professional, student, and administrator participation in the Las Positas College participatory governance system is outlined in the Las Positas College Participatory Governance Handbook.

### Collegial Consultation with Academic/Faculty Senates

The Board recognizes the Academic/Faculty Senates of the colleges as the bodies that represent the faculty in collegial consultation related to academic and professional matters. “Academic and professional matters” means the following policy development and implementation matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and college governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

See Board Policy 1300.

### Collegial Consultation with Classified Professionals

The District recognizes the Classified Senates of the colleges and district office as the bodies that represent classified professionals on all non-collective bargaining matters that have or will have a significant effect on classified professionals. The District shall ensure that the Classified Senates are provided the opportunity to

actively and effectively participate in the formulation and development of policies and procedures related to the following matters:

- a) Standards, policies, and procedures regarding student support and success, as related to classified professional roles;
- b) College and district governance structures, as related to classified professional roles;
- c) Standards, policies, and procedures regarding implementation and integration of technology systems, as related to classified professional roles;
- d) Professional development policies and activities;
- e) Processes for program review, as related to classified professional roles;
- f) Processes for institutional planning and budget development;
- g) Classified professional roles and involvement in accreditation processes;
- h) Classified professional roles and involvement in program planning, development, and staffing;
- i) Classified professional roles and involvement in facilities planning and development;
- j) Any other district or college policy, procedure, or related matters that have or will have a significant effect on classified professionals.

Except for unforeseeable, emergency situations, the District shall not take any action on these matters until the Classified Senate has been provided the appropriate opportunity to participate in the formulation and development of these matters through appropriate structures or procedures. Even in such unforeseeable, emergency situations, the Board and the District will make every effort to communicate with the leaders of the Classified Senate before such action is taken.

### **Collegial Consultation with Student Senates**

The District recognizes the Student Senates of the colleges as the bodies that represent students on matters having a significant effect on students. The District shall ensure that the Student Senates are provided the opportunity to actively and effectively participate in the formulation and development of policies and procedures related to the following matters:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Student fees within the authority of the district to adopt; and
- Any other district and college policy, procedure, or related matter that the district

governing board determines will have a significant effect on students.

Except for unforeseeable, emergency situations, the Board shall not take any action on these matters until the Student Senate have been provided the appropriate opportunity to participate in the formulation and development of these matters through appropriate structures or procedures. Even in such unforeseeable, emergency situations, the Board and the District will make every effort to communicate with the leaders of the Student Senate(s) before such action is taken.

## **~~1. District Curriculum Council~~**

### ~~Charge~~

~~Each college in the district has a Curriculum Committee, a subcommittee of the Academic Senate, which is responsible for ensuring and preserving the academic integrity and quality of all courses and programs at that college. Specifically, the College Curriculum Committees are primarily responsible for curriculum, degree and certificate requirements, grading policies, education program development, and standards or policies regarding student preparation and success.~~

~~The District Curriculum Council shall not usurp any of the responsibilities with which the College Curriculum Council shall be responsible for~~

- ~~• Facilitating communication and cooperation between the two colleges on all matters charged to the College Curriculum Committees~~
- ~~• Working to achieve mutual agreements on curriculum shared by the two colleges and making recommendations about curriculum matters to the Academic Senates at both colleges~~
- ~~• Recognizing areas where the two colleges have different environments, cultures, and educational needs, and acknowledging the colleges' needs for local control of curriculum in those areas~~
- ~~• Analyzing and formulating recommendations for district-wide curriculum matters for referral back to the College Curriculum Committees for analysis, revision, and possible adoption~~
- ~~• Providing a forum to discuss curriculum-related matters that may have a district-wide impact~~

### ~~Group Reports to College Academic Senates and Chancellor~~

~~As set forth in AB 1725, Education Code Sections 53200 and 53203, and District Policies 2014, 2015, and 2016, the College Academic Senates have as a primary function to make recommendations with respect to academic and professional~~

~~matters. Specifically, the College Academic Senates have power to make recommendations to the Board of Trustees with respect to all matters concerning curriculum, and the Board of Trustees must “rely primarily” on those recommendations.~~

~~As set forth District Policy 2012, “[T]he Chancellor shall maintain over all review of all college operations to avoid duplication, encourage coordination, increase efficiency, and execute Board policies [...including ensuring that...]. Policies relative to students shall be uniform throughout the District with respect to admission, scholarships standards, and graduation requirements “ [...and...] “ In order to provide for district –wide coordination and to enhance communications, the Chancellor shall organize and establish coordination devices.”~~

~~With these roles in mind, all matters which the District Curriculum Council considers will return to the College Academic Senates for approval or disapproval. If either or both of the College Academic Senates disapprove, the District Curriculum Council will facilitate discussions that must lead to referral of revisions back to the Academic Senates.~~

~~Membership and Leadership~~

~~Chair: Vice Chancellor of Educational Services~~

<del>Voting Members</del>	<del>Ex – officio Members</del>
<del>2 Academic Senate Presidents (CC and LPC)</del>	<del>1 Vice Chancellor of Educational Services (votes only in case of a tie)</del>
<del>2 Curriculum Committee Chairs (CC and LPC)</del>	<del>2 Administrators from Student Services (CC and LPC)</del>
<del>4 Faculty at Large (2 CC and 2 LPC), Appointed by Academic Senate Presidents, including one Vocational Faculty from each college, if possible</del>	<del>2 Instructional Deans (CC and LPC)</del>
<del>2 Counselors, Appointed by Academic Senate Presidents (CC and LPC)</del>	<del>2 Institutional Researchers (CC and LPC)</del>
<del>2 Faculty Articulation Officers (CC and LPC)</del>	<del>2 Students (CC and LPC)</del>
<del>2 Vice Presidents of Academic Services (CC and LPC)</del>	<del>2 Faculty Association Representatives (CC and LPC)</del>

~~While all members of the Council take seriously the charge of the Council, the voting members have a special duty to develop expertise in curriculum matters, to attend all meetings of the Council, to thoroughly review all matters presented to the Council~~

~~before voting, and to abstain from voting in situations where the Council member is not adequately prepared to make an informed decision.~~

~~Appointments By~~

~~Academic Senate, Administration, Associated Students, and Faculty Association.~~

~~Term~~

~~Two years. It is expected that voting members will serve for a minimum of two years, and may serve longer if so selected by their constituency.~~

## ~~2. Chabot College~~

~~(see Chabot College Shared Governance and Collegial Consultation Process)~~

## ~~3. Las Positas College~~

### ~~Introduction~~

~~The governance structure of Las Positas College is reflective of an institutional decision-making process that includes representation from all constituent groups in recommending policies and regulations (exclusive of collective bargaining issues) to the President, Chancellor and Board of Trustees.~~

~~The governance process is based upon the shared belief and tradition that the development of college policies, procedures and recommendations is made by consensus built upon campus-wide involvement of administration, faculty, classified and students. This belief is founded on the premise that while each group has unique responsibilities and authority, many issues, because of their effect on the operation of the college as a whole, are not exclusive. Through this involvement of all constituent groups on campus, there is strong commitment to the successful implementation of policy decisions resulting from college-wide recommendations.~~

~~This process is in concurrence with the recognition by the Board of Governor's of the California Community Colleges and the Board of Trustees of the Chabot-Las Positas Colleges (Policy 2015) that all key parties participate jointly in college/district governance in accordance with Title 5, Sections 53200-53206, 51024 and 51025.~~

## **~~Purpose of the Governance Process~~**

~~The purpose of the Las Positas College governance process is to develop a method for collegial consultation that appropriately involves all staff and students in the planning and operation of the college.~~

~~This inclusion brings with it the responsibility and obligation on the part of all staff to fully participate in and be open to the collegial process. This means a willingness on the part of all to actively contribute to the decision-making process and to accept ownership for the development and creation of a college environment based on these decisions.~~

~~This process attempts to guide appropriate representation and authority for each constituent group, and to delineate committee responsibilities and reporting relationships. It will be reviewed and refined as needed with the goal of enhancing and improving collegial consultation.~~

~~Final authority for governance of Las Positas College rests with the Board of Trustees. The Board has delegated authority, through the Chancellor to the President who will, as appropriate, share that authority through the process of collegial consultation.~~

## **~~I. Governance Process – Constituent Groups~~**

~~The essential constituent groups that make up the Las Positas College consultation process are: a:~~

~~a. **the Academic Senate**, which represents the faculty in collegial consultation related to specific "academic and professional" matters as defined in AB 1725. On these selected matters, the Board of Trustees will "rely primarily" upon the advice and judgment of the Academic Senate.~~

~~"Rely primarily" means that all recommendations in the areas listed below will be forwarded to the Board by the Academic Senate, after consultation with the President and Chancellor, and will be accepted by the Board in most cases. In instances where a recommendation is not accepted, the Board's decision shall be based on a clear and substantive rationale which puts the explanation for the decision in an accurate, appropriate, and relevant context. If a recommendation is not approved, the Board or its designee shall promptly communicate its reason in writing to the Senate. If~~

~~such recommendations are not accepted, existing policies and procedures will remain in force.~~

~~The Board of Trustees shall "rely primarily" upon the advice and judgement of the Senate in the following areas: curriculum, including establishing prerequisites and placing courses in disciplines~~

- ~~• degree and certificate requirements~~
- ~~• grading policies~~
- ~~• faculty roles and involvement in accreditation processes including self study and annual reports~~

~~Should there be recommendations developed by the college Academic Senate that are in conflict with the Chabot College Academic Senate and need joint resolution, these issues shall be referred to the District Governance Council.~~

~~The senate, jointly with other governance groups, will also participate in the formulation and development of policies and procedures in the following areas:~~

- ~~• student preparation and success~~
- ~~• college/district governance structures~~
- ~~• professional development activities~~
- ~~• institutional planning~~
- ~~• budget planning and development~~
- ~~• regulations and procedures relating to physical safety~~

~~b. **the Classified Senate**, which represents the classified staff in recommending, reviewing and developing all non-collective bargaining college policies and procedures. The classified staff, jointly with other governance groups, will be given the opportunity to actively participate in the formulation and development of policies and procedures in the following areas:~~

- ~~• curriculum~~
- ~~• degree and certificate requirements~~
- ~~• grading policies~~
- ~~• classified roles and involvement in accreditation processes including self study and annual reports~~



- ~~student preparation and success~~
- ~~college/district governance structures~~
- ~~professional development activities~~
- ~~institutional planning~~
- ~~budget planning and development~~
- ~~regulations and procedures relating to physical safety~~

~~c. **the Associated Students**, which represents the student body in recommending, reviewing and developing college policies and procedures. Students, jointly with other governance groups, will be given the opportunity to actively participate in the formulation and development of policies and procedures in the following areas:~~

- ~~curriculum~~
- ~~degree and certificate requirements~~
- ~~grading policies~~
- ~~student roles and involvement in accreditation processes including self study and annual reports~~
- ~~student preparation and success~~
- ~~college/district governance structures~~
- ~~institutional planning~~
- ~~budget planning and development~~
- ~~regulations and procedures relating to physical safety~~

~~d. **the Administrative Staff** which recommends, develops and reviews all policies and procedures and ensure their timely implementation. The administration, jointly with other governance groups, will be given the opportunity to actively participate in the formulation and development of policies and procedures in the following areas:~~

- ~~curriculum~~
- ~~degree and certificate requirements~~
- ~~grading policies~~
- ~~administrative roles and involvement in accreditation processes including self study and annual reports~~
- ~~student preparation and success~~
- ~~college/district governance structures~~
- ~~professional development activities~~
- ~~institutional planning~~

- ~~budget planning and development~~
- ~~regulations and procedures relating to physical safety~~

## ~~II. Committee Structure~~

~~The vehicle by which the consultation process shall function and be organized is the Standing Committee structure. Committees are designed to formalize the collegial process, facilitate communication, develop plans and processes, and provide input for the effective planning and operation of the college.~~

### ~~a. Rely Primarily~~

~~Listed below are the areas of responsibility of the Standing Committees of the Academic Senate. The Board of Trustees will "rely primarily" upon the advice and judgment of the Academic Senate in these matters. The Senate may present its concerns and recommendations on these areas directly to the Board of Trustees, if appropriate.~~

~~1) Area of Responsibility: Curriculum, including establishing prerequisites and placing courses within disciplines.~~

~~Committee: Curriculum (Subcommittee of the Academic Senate)~~

~~Membership: Voting Members:  
10 Faculty Representatives  
2 Students  
Ex-Officio Members:  
Vice President, Academic Services  
Articulation Officer  
Evaluator  
Vice President of Student Services~~

~~2) Area of Responsibility: Degree and Certificate Requirements~~

~~Committee: Curriculum (Subcommittee of the Academic Senate)~~

~~Membership: Voting Members:  
10 Faculty Representatives~~

\_\_\_\_\_ 2 Students  
\_\_\_\_\_ Ex-Officio Members:  
\_\_\_\_\_ Vice President, Academic Services  
\_\_\_\_\_ Articulation Officer  
\_\_\_\_\_ Evaluator  
\_\_\_\_\_ Vice President of Student Services

3) Area of Responsibility: \_\_\_\_\_ Grading Policies

\_\_\_\_\_ Committee: \_\_\_\_\_ Curriculum (Subcommittee of the  
\_\_\_\_\_ Academic Senate)

\_\_\_\_\_ Membership: \_\_\_\_\_ Voting Members:  
\_\_\_\_\_ 10 Faculty Representatives  
\_\_\_\_\_ 2 Students  
\_\_\_\_\_ Ex-Officio Members:  
\_\_\_\_\_ Vice President, Academic Services  
\_\_\_\_\_ Articulation Officer  
\_\_\_\_\_ Evaluator  
\_\_\_\_\_ Vice President of Student Services

\_\_\_\_\_ Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Associated Students  
\_\_\_\_\_ Administration

4) Area of Responsibility: \_\_\_\_\_ Faculty roles and involvement in  
\_\_\_\_\_ accreditation processes, including self-  
\_\_\_\_\_ study and annual reports. \_\_\_\_\_

\_\_\_\_\_ Committee: \_\_\_\_\_ Academic Senate

\_\_\_\_\_ Membership: \_\_\_\_\_ Faculty Officers:  
\_\_\_\_\_ 1 President  
\_\_\_\_\_ 1 Vice President  
\_\_\_\_\_ 1 Secretary  
\_\_\_\_\_ 1 Treasurer  
\_\_\_\_\_ Faculty Representatives:  
\_\_\_\_\_ 2 from each Area  
\_\_\_\_\_ 2 from Student Services/Counseling  
\_\_\_\_\_ 1 Part-time

~~\_\_\_\_\_ 1 Student Representative~~

~~\_\_\_\_\_ Appointment by: \_\_\_\_\_ Faculty Elections~~  
~~\_\_\_\_\_ Associated Students~~

~~5) Area of Responsibility: \_\_\_\_\_ Standards regarding student preparation~~  
~~\_\_\_\_\_ and success.~~

~~\_\_\_\_\_ Committee: \_\_\_\_\_ Academic Senate~~

~~\_\_\_\_\_ Membership: \_\_\_\_\_ Faculty Officers:~~  
~~\_\_\_\_\_ 1 President~~  
~~\_\_\_\_\_ 1 Vice President~~  
~~\_\_\_\_\_ 1 Secretary~~  
~~\_\_\_\_\_ 1 Treasurer~~  
~~\_\_\_\_\_ Faculty Representatives:~~  
~~\_\_\_\_\_ 2 from each Area~~  
~~\_\_\_\_\_ 2 from Student Services/Counseling~~  
~~\_\_\_\_\_ 1 Part-time~~  
~~\_\_\_\_\_ 1 Student Representative~~

~~\_\_\_\_\_ Appointment by: \_\_\_\_\_ Faculty Elections~~  
~~\_\_\_\_\_ Associated Students~~

### **~~b. Mutual Agreement~~**

~~The definition of the process by which "mutual agreement" on college policies and procedures for Las Positas College shall be reached has been deliberately expanded to be inclusive of all constituent groups on campus.~~

~~The principal vehicle for the discussion and resolution of all major items of institutional concern (outside the scope of the collective bargaining process) to be reached by "mutual agreement" will be the College Cabinet, a representative body of the college.~~

#### ~~CHARGE OF THE COLLEGE CABINET:~~

- ~~• to serve as a forum for articulating and discussing issues of major institutional concern;~~

- ~~to convey to the President the views of the campus community on issues that directly effect the day to day functioning of the college;~~
- ~~to share in decision-making by advising the President regarding the formulation and modification of policies and procedures affecting the entire campus;~~
- ~~to review the overall planning process for the fiscal and physical resources of the college;~~
- ~~to assist in determining the appropriate College committee, office, or personnel to review and make selected recommendations to the Cabinet;~~
- ~~to assist in disseminating and interpreting policies and procedures to appropriate constituent groups.~~

~~MEMBERSHIP OF THE COLLEGE CABINET:~~

~~Faculty~~

- ~~Academic Senate President or designee~~
- ~~Four other members selected from the Areas and ratified by the Academic Senate~~

~~Classified~~

- ~~Classified Senate President or designee~~
- ~~Three members appointed by Classified Senate~~

~~Students~~

- ~~Associated Students President or designee~~
- ~~Three members appointed by Associated Students~~

~~Administration~~

- ~~President~~
- ~~Vice President of Academic Services~~
- ~~Vice President of Student Services~~
- ~~One member selected by Administrative Staff~~

~~Ex-officio Members~~

- ~~CLPFA representative~~
- ~~SEIU, Local 790 representative~~

**~~c. Academic and Professional Areas~~**

~~Listed below are additional "academic and professional areas" as defined in AB 1725 with specific standing committee assignment and reporting delineation:~~

- 1) ~~Area of Responsibility: Educational Program Development~~

(initiated in appropriate area or discipline.)

~~Committee: Curriculum~~

~~Charge of Committee: Responsibility for reviewing curriculum and making recommendations to the President for action by the Board of Trustees. All new courses, as well as changes in current course content, structure, or credit, must be reviewed by this committee.~~

~~Reporting Relationship: Academic Senate~~

~~Membership: 10 Faculty Representatives~~

~~2 Students~~

~~Ex-Officio Members:~~

~~Vice President, Academic Services~~

~~Articulation Officer~~

~~Evaluator~~

~~Dean of Students~~

~~Appointments by: Academic Senate~~

~~Associated Students~~

~~2) Area of Responsibility: Policies regarding student preparation and success.~~

~~Committee: Student Success~~

~~Charge of Committee: Planning and implementation of programs and services that fosters student retention and enables students to complete their educational goals. Evaluates computing needs for all student services, establishes goals, and develops (in coordination with Instructional Computing Committee)~~

~~plans to meet those needs, to include  
Distance Education.~~

~~Reporting Relationship: Academic Senate~~

~~Membership: 4 Administrative Representatives  
7 Counselor Representatives  
10 Faculty Representatives  
8 Classified Representatives  
2 Student Representatives~~

~~Appointments by: Academic Senate  
Classified Senate  
Associated Students  
Administration~~

~~3) Area of Responsibility: College and District Governance  
Structures~~

~~Committee: Academic Senate  
Classified Senate  
Associated Students~~

~~Reporting Relationship: College Cabinet~~

~~4) Area of Responsibility: Policies regarding student preparation  
and success.~~

~~Committee: Student Success~~

~~Charge of Committee: Planning and implementation of  
programs and services that fosters  
student retention and enables students  
to complete their educational goals  
Evaluates computing needs for all  
student services, establishes goals, and  
develops (in coordination with  
Instructional Computing Committee)  
plans to meet those needs, to include  
Distance Education.~~

Reporting Relationship: Academic Senate

Membership: 4 Administrative Representatives  
7 Counselor Representatives  
10 Faculty Representatives  
8 Classified Representatives  
2 Student Representatives

Appointments by: Academic Senate  
Classified Senate  
Associated Students  
Administration

5) Area of Responsibility: Process for Institutional Program Review

Committee: Program Review Committee

Charge of Committee: Develop process and timeline for review of academic programs.

Reporting Relationship: Academic Senate

Membership: Vice President of Academic Services  
Dean of Instruction  
Dean of Vocational and Technical Programs  
4 Faculty Representatives (one from each Area)  
1 Classified Representative

Appointments by: Academic Senate  
Classified Senate  
Administration

6) Area of Responsibility: Process for institutional planning and budget development

Committee(s): Institutional Planning



~~College Budget Study~~

~~Charge of Committee(s):~~

~~Institutional Planning:~~

~~Reviews the college's mission statement and coordinates the college's goals and priorities as submitted by each of the college's areas, develops reviews report on Institutional Effectiveness; ensures through liaison with the College Budget Study Committee that goals and priorities of the college are linked to the budget development process; reviews and recommends the development of the construction or renovation of facilities and grounds.~~

~~College Budget Study:~~

~~Develops and recommends budget process for the college; identifies, prioritizes and recommends the expenditures; ensures through liaison with the Institutional Planning Committee that goals and priorities of the college are linked to the budget development process; responsible for presenting budget recommendations of the College to the District Budget Study Committee.~~

~~Reporting Relationship:~~

~~College President~~

~~Membership:~~

~~Institutional Planning:~~

- ~~President~~
- ~~Vice-Chancellor for Planning and Research (District)~~
- ~~Vice-President of Academic Services~~
- ~~Vice-President of Student Services~~
- ~~Director of Administrative & Fiscal Services (Liaison to College Budget Study Committee)~~

~~\_\_\_\_\_ Institutional Researcher  
\_\_\_\_\_ 4 Faculty Representatives  
\_\_\_\_\_ 3 Classified Representatives  
\_\_\_\_\_ 2 Student Representatives~~

~~\_\_\_\_\_ College Budget Study:  
\_\_\_\_\_ President  
\_\_\_\_\_ Vice-President of Academic Services  
\_\_\_\_\_ Vice-President of Student Services  
\_\_\_\_\_ Director of Fiscal & Administrative  
\_\_\_\_\_ Services (Liaison to Institutional  
\_\_\_\_\_ Planning Committee)  
\_\_\_\_\_ Academic Senate President  
\_\_\_\_\_ 3 Faculty Representatives  
\_\_\_\_\_ Classified Senate President  
\_\_\_\_\_ 3 Classified Representatives  
\_\_\_\_\_ 2 Student Representatives~~

~~\_\_\_\_\_ Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students~~

~~d. Other Academic and Professional Matters~~

~~The following standing committees have been developed to address  
"other academic and professional matters":~~

~~1) INSTRUCTIONAL RESOURCES, COMPUTING AND TECHNOLOGY:~~

~~Evaluates needs for computers, library resources and related  
technology for all academic areas; establishes goals, and develops  
long-range plans for these areas, to include Distance Education.~~

~~Reporting Relationship: \_\_\_\_\_ Academic Senate College President~~

~~Membership: \_\_\_\_\_ Vice-President, Academic Services  
\_\_\_\_\_ Vice-President, Student Services or  
\_\_\_\_\_ designee~~

~~\_\_\_\_\_ Dean of Academic Service, Learning  
Resources~~

~~\_\_\_\_\_ Dean of Academic Services,  
Technical/Vocational  
\_\_\_\_\_ Dean of Academic Services  
\_\_\_\_\_ 4 Faculty Representatives  
\_\_\_\_\_ 1 Librarian  
\_\_\_\_\_ 1 Counselor  
\_\_\_\_\_ 4 Classified Representatives  
\_\_\_\_\_ 2 Student Representative~~

~~Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students \_\_\_\_\_~~

~~2) BOOKSTORE COMMITTEE:~~

~~Studies, reviews, recommends, and advises on all policies and general areas involving the bookstore; recommends process by which co-curricular funds will be distributed.~~

~~Reporting Relationship: \_\_\_\_\_ To President through College Cabinet~~

~~Membership: \_\_\_\_\_ Co-chaired by Vice President of  
Students and Director of Administrative  
and Fiscal Services  
\_\_\_\_\_ Bookstore Manager or Designee  
\_\_\_\_\_ 2 Faculty Representatives  
\_\_\_\_\_ 2 Classified Representatives  
\_\_\_\_\_ 2 Student Representatives~~

~~Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students~~

~~3) FOOD SERVICE:~~

~~Reporting Relationship: \_\_\_\_\_ To President through College Cabinet~~

~~Membership: \_\_\_\_\_ Chaired by Vice President, Student  
Services  
\_\_\_\_\_ Registrar~~

- \_\_\_\_\_ Director of Fiscal & Administrative Services
- \_\_\_\_\_ 1 Representative from M & O and Grounds Bookstore Manager or Designee
- \_\_\_\_\_ 2 Faculty Representatives
- \_\_\_\_\_ 2 Classified Representatives
- \_\_\_\_\_ 2 Student Representatives

- Appointments by: \_\_\_\_\_ Academic Senate  
 \_\_\_\_\_ Classified Senate  
 \_\_\_\_\_ Administration  
 \_\_\_\_\_ Associated Students

4) ~~GRADUATION:~~

~~Planning the yearly commencement program for the college.~~

~~Reporting Relationship: \_\_\_\_\_ To College President through College Cabinet~~

- ~~Membership: \_\_\_\_\_ Chaired by Vice President, Student Services~~
- \_\_\_\_\_ Registrar
  - \_\_\_\_\_ Director of Fiscal & Administrative Services
  - \_\_\_\_\_ 1 Representative from M&O and Grounds
  - \_\_\_\_\_ Bookstore Manager or Designee
  - \_\_\_\_\_ 2 Faculty Representatives
  - \_\_\_\_\_ 2 Classified Representatives
  - \_\_\_\_\_ 2 Student Representatives

- ~~Appointments by: \_\_\_\_\_ Academic Senate~~
- \_\_\_\_\_ Classified Senate
  - \_\_\_\_\_ Administration
  - \_\_\_\_\_ Associated Students

5) ~~SAFETY:~~

~~Studies, reviews and recommends regulations and procedures relating to the physical safety (to include environmental and physical hazards of staff and students.~~

~~Reporting Relationship: \_\_\_\_\_ To College President through College  
\_\_\_\_\_ Cabinet~~

~~Membership: \_\_\_\_\_ Chaired by Director of Fiscal and  
\_\_\_\_\_ Administrative Services  
\_\_\_\_\_ Area Chair, Technology, Science and  
\_\_\_\_\_ Mathematics Supervisor  
\_\_\_\_\_ Security Designee  
\_\_\_\_\_ DSPS Coordinator  
\_\_\_\_\_ 1 Representative from M & O  
\_\_\_\_\_ 2 Faculty Representatives  
\_\_\_\_\_ 2 Classified Representatives  
\_\_\_\_\_ 1 Student Representative~~

~~\_\_\_\_\_ Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students~~

~~6) SCHOLARSHIP:~~

~~Evaluates and selects scholarship applications; plans annual Student Recognition Ceremony.~~

~~Reporting Relationship: \_\_\_\_\_ Academic Senate~~

~~Membership: \_\_\_\_\_ Vice President, Student Services  
\_\_\_\_\_ Financial Aid Specialist  
\_\_\_\_\_ 4 Faculty Representatives  
\_\_\_\_\_ 1 Counseling Faculty Member  
\_\_\_\_\_ 2 Classified Representatives~~

~~Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students~~

~~7) STUDENT SUPPORT:~~

~~Assists students with alcohol or drug problems that affect their ability to successfully complete their academic goals.~~

~~Reporting Relationship: \_\_\_\_\_ To College President through College  
\_\_\_\_\_ Cabinet~~

~~Membership: \_\_\_\_\_ Self-selected Faculty, Classified,  
\_\_\_\_\_ Administrators and Students~~

~~8) DIVERSITY:~~

~~Develops and plans programs designed to celebrate the cultural diversity of all students and staff.~~

~~Reporting Relationship: \_\_\_\_\_ To College President through College  
\_\_\_\_\_ Cabinet~~

~~Membership: \_\_\_\_\_ Chair, Dean of Academic Services/  
\_\_\_\_\_ Affirmative Action Officer  
\_\_\_\_\_ Vice President, Student Services  
\_\_\_\_\_ 3 Faculty Representatives  
\_\_\_\_\_ 3 Classified Representatives  
\_\_\_\_\_ 3 Student Representatives~~

~~Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Associated Students~~

~~9) TRANSFER COMMITTEE:~~

~~Reviews, recommends and advises on procedures and on and off campus events involving transfer students.~~

~~\_\_\_\_\_ Reporting Relationship: \_\_\_\_\_ To Academic Senate through Student  
\_\_\_\_\_ Success~~

~~\_\_\_\_\_ Committee Membership: \_\_\_\_\_ 4 Faculty Representatives  
\_\_\_\_\_ 1 Representative from Admissions and  
\_\_\_\_\_ Records~~

~~\_\_\_\_\_ 1 Representative from Counseling  
Faculty  
\_\_\_\_\_ Transfer Center Specialist  
\_\_\_\_\_ Articulation Officer  
\_\_\_\_\_ Dean of Matriculation and Student  
Services~~

~~\_\_\_\_\_ Appointments by: \_\_\_\_\_ Academic Senate  
\_\_\_\_\_ Classified Senate  
\_\_\_\_\_ Administration Associated Students~~

~~This document only addresses the current standing committees of the college. For a committee to have standing status and thus be part of the college governance process, there must be a charge, reporting relationship, and membership delineated. In keeping with current practice, specialized ad-hoc committees may still be formed as needed.~~

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