



CAMPUS-WIDE COMMITTEES

Committees/Task Forces/Councils/Coalitions/Ad Hoc

2011-2012

1) *ACADEMIC COUNCIL*

Chair: Erin Vines, Dean, Counseling & Special Services

Purpose: To hear student petitions concerning any matter that pertains to academic performance, enrollment status or registration/withdrawal procedures.

Meeting Times: As needed.

Membership: Vice President of Student Services (Chairperson), Dean of Admissions and Records, one counselor, two faculty members (appointed by the Academic Senate), and one classified staff member from Student Services. Members are appointed through constituency groups.

2) *AFRICAN AMERICAN STAFF ASSOCIATION*

Chair: Jocelyn Mouton, Faculty Member

Purpose: To encourage and motivate African American students to strive for discipline, commitment and achievement in their lives. The organization may serve in an advisory role to the campus community regarding matters related to curriculum, hiring, promotion, affirmative action/diversity issues, and cultural events which affect the short- and long-term goals as well as the Mission of Solano Community College.

Meeting Times: Scheduled on an as-needed basis.

Membership: Open to SCC Staff. Retirees welcome.

3) *ATHLETIC BOOSTER CLUB*

Chair: Jesse Branch

Purpose: To promote the athletic program at Solano Community College. To assist in fund raising, to provide assistance in upgrading athletic facilities and to perform other tasks related to the Solano Community College athletic program.

Meeting Times: The last Tuesday of August, April and May with an annual meeting also in May.

Membership: In accordance with the By Laws, membership shall be opened to faculty, staff, students, and community members who wish to assist in promoting the Solano Community

College athletic program and who pay annual dues. Elections are held every two years for the Board of Directors. Elections are held by closed ballot for all members.

4) *CALENDAR ADVISORY COMMITTEE*

Chair: Barbara Fountain, Director, Admissions & Records

Purpose: To seek input from Management, CTA/CCA, CSEA, Local 39 and Students for the calendar.

Meeting Times: To be announced November through February.

Membership: Members are appointed by the areas/organizations they represent.

5) *CalWORKs COMMITTEE*

Chair: CalWORKs Coordinator

Purpose: The purpose of the CalWORKs Committee is to coordinate programs that directly serve CalWORKs students. This includes CalWORKs, Job Placement, Financial Aid and Workforce Development.

Meeting Times: Monthly

Membership: Based on related interest to identified student groups.

- Coordinator/Counselor, CalWORKs
- Dean, Counseling & Special Services
- Student Placement Officer
- Director, Financial Aid

6) *COLLEGE REVIEW BOARD*

Chair: Erin Vines, Dean, Counseling & Special Services

Purpose: As an administrative agency of the College, the Review Board is responsible to the Superintendent/President for reviewing and making recommendations relative to student discipline matters brought before it and in accordance with the policies and procedures outlined in Governing Board Policy and Procedures 5300, Student Conduct and Discipline.

Meeting Times: Scheduled on an as-needed basis.

Membership:

- Chair (appointed by Superintendent/President)
- Faculty (3)
- Classified Staff (2)
- Students appointed by ASSC (3)

7) *ENROLLMENT MANAGEMENT COMMITTEE*

Chair: Arturo Reyes, Executive Vice President, Vice President of Academic and Student Services, or designee

Purpose: The Enrollment Management and Retention Committee serves the College as the body that formally coordinates an institutional enrollment planning and retention process that assists the institution in achieving optimum student access, retention success and institutional efficiency.

Meeting Times: Third Thursday of each month from 9 a.m. to 11 a.m.

Membership: Executive Vice President of Academic and Student Affairs, Basic Skill Coordinator, Dean of Career & Technology Education and Business, Dean of Counseling and Special Services, Dean of Human Performance and Development, Dean of Liberal Arts, Dean of Math and Science, Betsy Julian, Academic Senate (4 faculty representatives), ASSC representative

8) *EOPS/CARE ADVISORY COMMITTEE*

Chair: Cynthia Simon, EOPS/CARE Coordinator

Purpose: To assist the College in developing and maintaining effective extended opportunity programs and services (as specified in Title 5, Section 56208).

Meeting Times: At least twice during each academic year.

Membership: Appointed by the Superintendent/President upon recommendation of the EOPS Director to include representation from College personnel, EOPS students, local or feeder high schools, community and business sectors (as specified in Title 5, Section 56208).

9) *FINANCIAL and BUDGET PLANNING ADVISORY COUNCIL (FABPAC)*

Chair: Yulian Ligioso, Vice President, Finance & Administration

Purpose: The FABPAC Council is charged with the responsibility of making recommendations to the Superintendent/President on District financial and budget planning issues.

Meeting Times: First and Third Wednesdays during the academic year, with possible meetings in the summer

Membership: Appointments are made at the beginning of the fall semester by constituent groups as follows:

Chairperson, Vice President –Finance & Administration (1)

Faculty/Academic Senate (6)

Classified Staff (4)

Educational Administrators (2)

Classified Managers (2)

ASSC (2)

Director of Fiscal Services (1)

Ethnic Minority Coalition (2)

SCFA (2)

Executive Vice President, Academic & Student Affairs (1)

10) FACULTY CLASS ADVANCEMENT

Chair: Mary Gotch-Posta, Faculty Member

Purpose: The Class Advancement Committee is established for the purpose of recommending to the Vice President – Academic Affairs acceptance or denial of academic class advancement credit requests for nontraditional professional improvement (Page 49 of CTA Contract).

Meeting Times: Scheduled as needed when requests are received.

Membership: Management selects three, and three faculty members represent CTA.

11) FOOD SERVICE ADVISORY

Chair: Yulian Ligioso, Vice President, Finance & Administration

Purpose: To ensure that Solano Community College Food Service Vendor offers the best food product and service to our students and staff at the most economical price possible.

Meeting Times: Two meetings each semester during the academic year.

Membership: Appointments are made at the beginning of fall semester by the constituent group.

Membership:

Food service contractor representative

ASSC appointee

CSEA appointee

Local 39 appointee

Educational Administrator appointee

Director of Student Development

Academic Senate Representative

12) GRADUATION COMMITTEE

Chair: Mostafa Ghous, Director of Student Development

Purpose: To provide campus-wide input regarding the graduation ceremony

Meeting Times: Twice a month at the beginning of the Spring semester and once a week during the month prior to graduation

Membership: Members represent departments, programs and constituencies involved in commencement and are invited to serve on the committee by the Director of Student Development each year.

Professor Karen McCord; Professor Patsy Itaya; Dr. Robert Meyers; Dean of PE and Wellness; EVP Reyes; Laurie Gorman from the EVP's office; Marge Trolinder, Graphics; Dave Frolich, Director of Facilities, Peter Bostic, Director of Institutional

Advancement; Officer Caryl Corbin, SCC Police; and James Ennis, CIO.

13) OCCUPATIONAL AND CAREER EDUCATION ADVISORY COUNCIL

Chair: Maire Morinec, Dean, School of Career Technical Education and Business

Purpose: To meet requirements of Carl Perkins law regarding distribution of vocational educational funds at Solano College; i.e., review projects for funding. This includes the Tech-Prep Program Reports.

Meeting Times: Once per semester.

Membership:

Director of Financial Aid

Director of Production, Genentech

District Attorney Investigator, Solano County Hall of Justice

Hope 2B Beautiful representative

Drafting Department representative

Solano Irrigation District representative

Business Division representatives

Business Manager, Napa-Solano Building Trades Council

Director, ROP/Career Education, Solano County Office of Education

Director, Student Development

Vaca Valley Auto Parts representative

Dean, Math & Science

Welding Department representative

Representative from Fire Chiefs Association, Solano County

Dean, Counseling/Guidance and DSP

School-to-Career/Tech Prep Coordinator, Solano County Office of Education

Counselor/Coordinator, CalWORKs

Add Deans of the new Schools (I don't know all of the titles)

Director of Workforce Development

Representatives from CTE programs

Executive Vice-President of Academic and Student Affairs

14) SABBATICAL LEAVE COMMITTEE

Chairs: One to two faculty members elected and chosen by the committee during its first meeting

Contact: Arturo Reyes, Executive Vice President – Academic & Student Affairs (Resource to the Committee)

Purpose: To follow and implement Article 11 of CCA Contract. This includes designing the application form, determining eligibility, interviewing applicants and making recommendations to the Superintendent/President.

Meeting Times: September/October

Membership: Three faculty members chosen by the Association and two management members chosen by Management plus the Executive Vice President – Academic Affairs and Students Services. Selection of faculty members should reflect diversity in disciplines, subject matter areas, gender and culture. In addition, the selection process should define how and when faculty members are invited and chosen to serve. The Executive Vice President of Academic Affairs and Student Services shall be a permanent member of the committee as a resource person without voting rights.

15) SAFETY COMMITTEE

Chair: Steven Dawson, SCCD Police Chief

Purpose: To promote and facilitate the development of procedures and practices that maintain an environment-fostering safe and healthful attitudes on the part of all employees.

Meeting Times: The committee meets on the Fourth Wednesday of each month during the regular academic year and is comprised of representatives from all constituent groups...

Membership: Appointments made at the beginning of the fall semester by the constituent group.

- ASSC appointee
- CSEA appointee
- Local 39 appointee
- Academic Senate appointee
- Educational Administrators appointee
- Director of Facilities (permanent)
- Campus Police Chief (permanent)
- Health Services appointee (Student Health Center)
- Vice President of Administrative & Business Services (permanent)

16) SHARED GOVERNANCE COUNCIL

Chair: Jowel C. Laguerre, Ph.D., Superintendent/President

Purpose: For collaborative participation of appropriate members of the College in planning for the future and in developing policies, procedures and recommendations under which the College is governed and administered.

Meeting Times: Second and Fourth Wednesdays, 2:00 to 3:30 p.m., in the Board Room.

Membership:

- Superintendent/President, Chair
- Minority Coalition (2)
- ASSC (2)
- Administration (2)
- Classified (2) – 1 from CSEA and 1 from Local 39

Faculty (2) – 1 from SCFA and 1 from Academic Senate

Resource Persons:

EVP – Academic Affairs and Student Affairs

Director, Human Resources

Executive Director, Institutional Advancement

Vacant: Note Taker

17) STRATEGIC TECHNOLOGY ADVISORY COMMITTEE

Chair: Chief Information Systems Officer

Purpose: To provide input to the District Strategic Technology Plan and Standards Document and to act as a sounding board for technology issues.

Meeting Times: Quarterly

Membership:

Chief Information Systems Officer (Chair)

CTA (1)

Academic Senate (1)

ASSC (1)

CSEA (1)

Local 39 (1)

Administrative Leadership Group (1)

Director of Technology Services & Support (Resource)

18) SUPERINTENDENT /PRESIDENT'S CABINET

Chair: Jowel C. Laguerre, Ph.D., Superintendent/President

Purpose: The Superintendent/President's Cabinet is responsible for making decisions and recommendations related to the operation of the college, including matters pertaining to fiscal stability, personnel, coordination of programs/services and policies/procedures.

Meeting Times: Thursdays, 2:30 p.m. to 5:00 p.m. Board Room

Membership:

Superintendent/President

Executive Vice President – Academic & Student Affairs

Vice President – Finance and Administration

Chief, Information Systems

Dean, Vallejo Center

Dean, Vacaville Center

Dean, School of Human Performance & Development (representing academic

deans)

Academic Senate President

Director, Human Resources

Executive Director, Institutional Advancement

Student Government, President of Associated Students of Solano Community
College

Executive Coordinator, Superintendent/President and Governing Board

19) VOC/ED DEANS COMMITTEE

Chair: Maire Morinec, Dean, School of Career Technical Education and Business Purpose:
To meet requirements of Carl Perkins law regarding distribution of vocational education
funds at Solano College; i.e., review projects for funding. This includes planning for program
development.

Meetings Times: Second Thursday of each month at 9:00 a.m.

Membership: Membership includes the vocational deans and those appointed by the chair or
the Executive Vice President of Academic and Student Affairs