COMMITTEES
2017-2018

ACADEMIC SENATE (Governing Board Policy 2005, 2130)

President: Michael Wyly, Professor

Charge: The Academic Senate is the voice of faculty on matters related to curriculum and instruction, working collaboratively with college administration, staff, and students to promote academic excellence relating to academic and professional matters as set forth in Title 5 Section 53200 (c) (1-11). Per CA Ed Code, Section 70902, the Academic Senate has primary responsibility for recommendations regarding curriculum.

Meeting Times: A minimum of two times a month typically the 1st and 3rd Mondays of the Academic Year from 3-5 p.m. in the Denis Honeychurch Boardroom.

Membership:
- President (1)
- Vice President (1)
- Secretary/Treasurer (1)
- Counseling (1)
- Applied Technology & Business (2)
- Math and Sciences (2)
- Health Science (2)
- Liberal Arts (2)
- Social and Behavioral Science (2)
- At-Large (2)
- Adjunct Representatives (2)

ACADEMIC SENATE SUBCOMMITTEES

ACADEMIC PROGRAM REVIEW COMMITTEE

Chair: Ferdinanda Florence, Program Review Coordinator

Charge: To assess the state of academic programs, highlighting strengths and areas of needed improvement. It is a faculty-driven process bringing faculty and administration together to work toward program improvement, setting goals and prioritizing initiatives based on internal and external factors related to student, college, and community needs.   Program review has three essential goals: 1) to maintain academic integrity and rigor; 2) to facilitate integrated, long-range planning; 3) to provide continual program improvement to ensure student success.

Meeting Times: 2nd and 4th Mondays of the month during the Academic Year from 2:30-4 p.m.

Membership (Voting)
- School of Liberal Arts (1)
- School of Health Sciences (1)
- School of Social and Behavioral Science (1)
- School of Applied Technology and Business (1)
- School of Mathematics And Science (1)
- Library (1)
- Counseling (1)

Ex-officio/non-voting parties (guests)
- Academic Dean (1)
- Office of Research and Planning (1)
- Vice President of Academic Affairs (1)

ASSESSMENT COMMITTEE

Chair: Amy Obegi, Assessment Coordinator

Charge: To provide institutional support and guidance on outcomes assessment including student learning outcomes (SLOs), program learning outcomes (PLOs), general education learning outcomes (GELOs), institutional learning outcomes (ILOs), and service area outcomes (SAOs). The committee helps shape institutional policy regarding assessment; supports faculty in the completion of timely, quality assessments; helps faculty create quality outcomes and tools for measuring them; and disseminates information about outcomes assessment.

Meeting Times: 2nd and 4th Wednesdays of the month during the Academic Year from 2:30-4 p.m.

Voting Membership:
- School of Liberal Arts Faculty Coordinator (1)
- School of Health Sciences Faculty Coordinator (1)
- School of Social and Behavioral Science Faculty Coordinator (1)
- School of Applied Technology and Business Faculty Coordinator (1)
- School of Mathematics And Science Faculty Coordinator (1)
- Counseling representative(1)
- Library representative (1)
- Program Review Committee representative (1)
- Curriculum Committee representative (1)
- Adjunct faculty representative (1)

Ex-Officio Members
- Vice President of Academic Affairs or designee (1)
- Research and Planning representative (1)
- Academic Dean (1)

BASIC SKILLS COMMITTEE (Basic Skills Initiative)

Chair: Joshua Scott, Basic Skills Coordinator

Charge: To provide institutional direction to integrate validated effective practices for underprepared students to succeed at college level learning. The committee is responsible for developing and evaluating a yearly basic skills plan reflecting the state's Basic Skills Initiative.

Meeting Times: 2nd and 4th Fridays of the month during the Academic Year at 12:00 p.m.

Membership (Voting):
- Basic Skills Coordinator (1)
- English Basic Skills Coordinator (1)
- Math Basic Skills Coordinator (1)
- DSP/Counseling Faculty Member (1)
- ESL Faculty Member (1)
- Academic Success Center Coordinator (1)
- Dean of Academic Support Services (1)

CURRICULUM COMMITTEE (Governing Board Policy 6100)

Chair: James DeKloe, Curriculum Coordinator

Charge: To provide leadership for all areas that involve the College's curriculum. It is a faculty committee that reviews and recommends additions, deletions, and changes to the College's courses and programs.

Meeting Times: 2nd and 4th Tuesdays of the month during the Academic Year from 1:30 to 3:30 p.m.

Voting Membership:
- School of Liberal Arts (2)
- School of Health Sciences (2)
- School of Social and Behavioral Science (2)
- School of Applied Technology and Business (2)
- School of Mathematics And Science (2)
- Student Services (2)
- Articulation Officer (1)
- Librarian (1)
- Academic Deans (2)

Non-Voting Members
- Vice President of Academic Affairs (1)
- Curriculum Analyst (1)
- ASSC Student Representative majoring in an academic subject (1)
- ASSC Student Representative majoring in a vocational subject (2)

DISTANCE EDUCATION COMMITTEE (Governing Board Policy 6115)

Chair: Erica Beam, Distance Education Coordinator

Charge: To deal with campus-wide instructional technology issues with special focus on pedagogical and curricular issues. The Distance Education Committee reviews and makes recommendations regarding Distance Education at Solano Community College, to include delivery methods, best practices, and state-wide compliance, as well as providing resources, training and support for staff and faculty as it relates to distance education. In addition, the Distance Education Committee certifies individual courses to ensure regular effective contact hours and regular instructor-initiated contact, as well as compliance with the Americans with Disabilities Act, and any other identified provisions relevant to accreditation, Chancellor's Office Guidelines, Title 5, CA Education Code, or other external approving agencies, as well as approved local practice.

Meeting Times: 4th Monday of the month from 2:30-4 p.m.

Membership:
- Math & Science Faculty (2)
- Health Science Faculty (2)
- Applied Technology & Business Faculty (2)
- Liberal Arts Faculty (3)
- Librarian (1)
- Social & Behavioral Sciences Faculty (2)
- Academic Dean (1)
- Counselor (1)
- Technology Services & Support (1)

- Distance Education Technician (1)

FACULTY DEVELOPMENT/FLEXIBLE CALENDAR COMMITTEE (Accreditation Standard 1 and III)

Co-Chairs:
LaNae Jaimez, Academic Senate Vice President
Dwayne Hunt, Ed.D., Dean of Academic Support Services

Charge: To promote professional development opportunities for faculty and staff to broaden their knowledge, expand their skills, and enhance their abilities to benefit the students, the college, as well as the greater community including developing and implementing the Flexible Calendar plan.

Meeting Times: 1st and 3rd Thursdays of the month from 2:30-4 p.m.

Membership:
- Full-time Faculty (3)
- Adjunct Faculty (1)
- CSEA representative (1)
- Human Resources representative (1)

COLLEGE ADVISORY (PARTICIPATORY) COMMITTEES

ACADEMIC CALENDAR COMMITTEE (Governing Board Policy 6500)

Chair: Gregory Brown, Vice President, Student Services

Charge: To develop an ongoing cycle of a three-year Academic Calendar for the College.

Meeting Times: During the Fall semester of each academic year.

Membership:
- Solano College Faculty Association representative (1)
- Academic Senate representative (1)
- Flex-Cal Committee Representative (1)
- Curriculum Office representative (1)
- CSEA representative (1)
- Operating Engineers representative (1)
- ASSC Student representative (1)
- School Dean (1)
- School Administrative Assistant (1)
- Director, Financial Aid (1)
- Vice-President of Academic Affairs (1)
- Director of Records and Registration (1)

ACADEMIC COUNCIL (Governing Board Policy 5200)

Chair: Gregory Brown, Vice President, Student Services

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

Meeting Times: As needed

Membership:
- Director of Admissions and Records (1)
- Academic Dean (1)
- Counselor (1)
- Academic Senate representative (2)
- Classified staff member from Student Services (1)

In the event that the Vice President of Student Services is unavailable to serve as the Chair, an Academic or Student Services Dean will be appointed by the Superintendent-President to serve in his/her place.

CALWORKS COMMITTEE

Chair: Priscilla Jones, CalWORKs Coordinator

Charge: To coordinate programs that directly serve CalWORKs students, including CalWORKs, Employment Services, Financial Aid and Workforce Development.

Meeting Times: Monthly

Membership: Based on related interest to identified student groups
- CalWORKs Counselor/Coordinator (1)
- Dean, Counseling & Special Services (1)
- Career Employment Services Coordinator (1)
- Director, Financial Aid (1)

COLLEGE GOVERNANCE COUNCIL (Governing Board Policy 2005)

Chair: Celia Esposito-Noy, Ed.D., Superintendent-President

Charge: 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: 2nd and 4th Wednesdays of the month from 2 to 4 p.m., in the Denis Honeychurch Boardroom.

Voting Membership:
- Minority Coalition representative (2)
- ASSC representative (2)
- Administrative Leadership Group representative (2)
- SCFA representative (1)
- Academic Senate representative (1)
- CSEA representative (2)
- Local 39 representative (2)

Advisory (Non-Voting) Members:
Vice President, Academic Affairs (1)
Vice President, Student Services (1)
Vice President, Finance and Administration (1)
Dean, Research and Planning (1)

COLLEGE REVIEW BOARD (Governing Board Policy 5300)

Chair: One of the College Review Board members - appointed by the
Vice President of Student Services

Charge: To review and make 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:
- Administrator appointed by Superintendent-President (1)
- Classified Staff member appointed by CSEA (1)
- Faculty member appointed by the Academic Senate (1)
- Student appointed by ASSC (1)

EQUITY INCLUSION ADVISORY COUNCIL (Governing Board Policy 4035)

Chair: Rachel Ancheta, Manager, Human Resources

Charge: To provide leadership that advocates for diversity and equity in Solano
Community College's educational programs, cultural events, and recruitment and hiring
training outcomes.

Responsibilities:
- To provide leadership to foster an educational climate that encourages mutual respect,
  trust, acceptance, and teamwork, regardless of background (as identified in Board
  Policy 4035 on nondiscrimination);

- To influence institutional plans to address equity issues and to eliminate barriers to conditions of equity; such plans should include work on the Staff Equity Plan as required by the California Community College Chancellor's Office and ACCJC;
- To educate all College constituents in the needs of an increasingly diverse educational community;
- To make recommendations for revising Governing Board policies pertaining to diversity and equity;
- To solicit suggestions from relevant College and community groups to strengthen diversity outreach;
- To establish appropriate timelines to complete E.I.A.C. tasks.

Meeting Times: TBA

Membership:
- Veterans Representative (1)
- Local 39 Representative (1)
- Academic Senate Representative (1)
- CSEA Representative (1)
- Disabilities Services Program Representative (1)
- Minority Coalition Representative (1)

Advisory Members
- Dean of Research and Planning (1)
- Lead Research Analyst (1)
- Director of Student Life (1)
- Associate Vice President of Human Resources (1)

EOPS/CARE ADVISORY COMMITTEE (Governing Board Policy 5430)

Chair: Cynthia Simon, EOPS/CARE Coordinator

Charge: 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).

FISCAL ADVISORY COMMITTEE (Governing Board Policy 2005)

Chair: Yulian Ligioso, Vice President, Finance & Administration

Charge: To make recommendations to the Superintendent-President on District financial and budget planning issues.

Meeting Times: 1st and 3rd Wednesdays of the month during the academic year, with possible meetings in the summer.

Membership
- Chairperson, Vice President, Finance & Administration
- Academic Senate (3)
- Local 39 (1)
- CSEA (1)
- Educational Administrator (1)
- Classified Manager (1)
- ASSC (1)
- Minority Coalition (1)
- SCFA (1)
- Executive Director, SCC Educational Foundation (1)

Advisory Members
- Vice President, Academic Affairs
- Vice President, Student Services

FOOD SERVICE ADVISORY (Governing Board Policy 3720)

Chair: Yulian Ligioso, Vice President, Finance & Administration

Charge: To ensure that the 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:
- Food Service Contractor representative (1)
- Academic Senate (1)
- ASSC (1)
- CSEA (1)
- Local 39 (1)
- Educational Administrator (1)
- Director of Student Development (1)

SAFETY COMMITTEE (Governing Board Policy 3850)

Chair: Lieutenant Brian Travis, Solano County Sheriff's Department

Charge: 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 4th 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 representative (1)
- CSEA representative (1)
- Local 39 representative (1)
- Academic Senate representative (1)
- Educational Administrator (1)
- Director of Facilities (1)
- Student Health Center representative (1)
- Vice President, Finance and Administration (1)

STUDENT EQUITY COMMITTEE (Governing Board Policy 5355)

Chair: Dwayne Hunt, Dean of Academic Support

Charge: To identify specific goals/outcomes and actions to address identified disparities, disaggregating data for indicators by student demographics, (preferably in program review). The charge of the committee is to coordinate updates to the Student Equity Plan (SEP), assess and refine Student Equity Plan goals and strategies to address and monitor equity; examine data and recommend solutions to mitigate disproportionate impact on American Indians or Alaskan natives, Asians or Pacific Islanders, Blacks, Hispanics, Whites, men, women, students with disabilities, foster youth, veterans, and low-income students, caused by inequitable practices, policies, and approaches in key courses, resources, and supports that hamper students and their academic success, and plan coordinated interventions and services for students at risk of academic progress or probation (Title 5, Section 55100).

Meeting Times: TBA

Membership:
- Academic Senate (1)
- Academic Affairs administrator (1)
- Student Services administrator (1)
- Research and Planning representative (1)
- Classified staff (1)
- ASSC (1)
- Disability Services Program (DSP) faculty representative (1)
- Foster Youth program representative (1)
- MESA (1)
- UMOJA (1)
- EOPS representative (1)
- CalWORKs (1)
- Veterans (1)
- Puente (1)

STRATEGIC TECHNOLOGY ADVISORY COMMITTEE (Solano Community College Technology Plan)

Chair: Jim Petromilli, Interim Chief Technology Officer; Co Chair: James "Kimo" Calilan, Director/Manager of Technology Services and Support

Charge: To set the information technology strategic direction of the college. The committee recommends college wide information technology policies, procedures and standards; reviews and recommends priorities for the development of applications and for capital requests; and serves as an information-sharing forum. The Committee serves as an advisory panel to the Chief Technology Officer in areas of policy recommendations and technology plans that are to be processed through the colleges shared governance processes.

Meeting Times: Quarterly

Membership:
- ALG (1)
- ASSC (1)
- SCFA (2)
- Academic Senate (3)
- CSEA (1)
- Local 39 (1)

STUDENT SUCCESS SUPPORT PROGRAM (SSSP)

Chair: Shannon Beckham, Dean of Enrollment Services

Charge: To provide direction and consultation for policies and procedures that directly impact the core services of SSSP: assessment, orientation, counseling education plans, probation/dismissal and follow-up services; maintain and update the Student Success Support Program (SSSP) plan.

Meeting Times: Established by the Chair of the Committee at the beginning of each Fall semester.

Membership: Representatives from Administration, faculty, staff and students

OTHER

ATHLETIC BOOSTER CLUB

President: Shirley Lewis, Dean, Vallejo Center

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

Meeting Times: Once per quarter

Membership: In accordance with the By Laws, membership is open to all faculty, staff, and students.

CITIZENS OVERSIGHT COMMITTEE (Governing Board Policy 3390)

Chair: Lyman Dennis, Senior Citizen's Organization

Charge: The Charge of the CBOC, as set forth in Education Code Section 15278, is to inform the public concerning the expenditure of bond revenues.

Meeting Times: The CBOC is required to meet at least once a year, including an annual organizational meeting, but may not have regular meetings more frequently than quarterly. The CBOC may set special meetings, but only if a majority of the CBOC seats, whether filled or unfilled, agree to setting a special meeting.

Membership:
- Student enrolled and active in a community college support group, such as student government. The community college student may, at the discretion of the District, serve up to six months after his or her graduation (1)
- Member active in a business organization representing the business community located in the District (1)
- Member active in a senior citizens' organization (1)
- Member active in a bona-fide taxpayers association (1)
- One member active in a support organization for the college (1)
- At-large members of the community, who are persons who demonstrate interest in and/or experience with the mission and facilities of the District; such as citizen members of occupational advisory groups, local business representatives, or representatives of local civic organizations (2)
- Members of the community who demonstrate interest in and/or experience in the construction and building trades (2)

FACULTY CLASS ADVANCEMENT (Article 20.406 of the Solano College Faculty Association Bargaining Agreement)

Chair: Erin Duane, Professor

Charge: To recommend to the Vice President of Academic Affairs acceptance or denial of academic class advancement credit requests for nontraditional faculty professional improvement.

Meeting Times: Scheduled as needed when requests are received.

Membership:
- SCFA (3)
- District Administrators (3)

GRADUATION TASKFORCE

Chair: Rischa Slade, Director of Student Development

Charge: 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, Academic Senate, and constituencies involved in commencement and are invited to serve on the committee by the Director of Student Development each year.

MEASURE Q STEERING COMMITTEE

Chair: Lucky Lofton, Executive Bonds Manager

Charge: To provide updates and collect feedback on Measure Q Bond funding.

Meeting Times: The 1st Wednesday of the Month from 4:30 – 5:30 p.m.

Membership: To solicit constructive feedback, Deans, Academic Affairs, Student Services, Trustees, and Maintenance and Operations are invited to join, ensuring broad representation on the steering committee.

- CBOC Committee
- SCC Trustees (3)
- Superintendent-President
- Bond Manager
- Vice President of Finance and Administration
- Vice President of Student Services
- Vice President of Academic Affairs
- Dean of the Vallejo Center
- Dean of the Vacaville Center
- Dean of Liberal Arts
- Dean of Mathematics and Science
- Director of Facilities
- Biotechnology Faculty (1)
- Classified Staff (1)

MINORITY COALITION

Chair: Kevin Anderson, Professor

Charge: To provide a forum for discussing common concerns of minority groups and provide feedback to college leadership.

Meeting Times: Once a month

Membership: Open to all Solano Community College employees. Ethnic minority employees are encouraged to attend.

SABBATICAL LEAVE COMMITTEE (Article 11 of Solano College Faculty Association Collective Bargaining Agreement)

Chair: David Williams, Ph.D., Vice President, Academic Affairs

Charge: To provide the opportunity for faculty members to improve professional skills that will benefit the students and the District. In addition, the concept of sabbatical leaves is to provide an opportunity for the faculty member to participate in educational activities away from the District that will renew and revitalize the faculty member's contribution to students and the District.

Meeting Times: October/November, February/March of each academic year

Membership:
  • Solano College Faculty Association (3)
  • Administrators appointed by the Vice President of Academic Affairs (2)
  • Vice President of Academic Affairs (1)

Updated 5/17/17