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**COASTLINE**

**COLLEGE COMMITTEE LIST**

**2018-19**

Participatory Governance Structure Chart - *College Decision Making Framework*

CCCD – Board of Trustees

CCCD – Chancellor

CCCD - Chancellor’s Cabinet

CCC – President

Academic Senate  
Academic & Professional Matters

CCC – College Council

*Academic Senate, Classified Senate, President, Vice President of Instruction, Vice President of Student Services, Vice President of Administrative Services, Executive Dean of ELD, Associated Student Government (ASG)*

CCC – Participatory Governance Committees

* *Planning, Institutional Effectiveness & Accreditation Committee (PIEAC)*
* *Budget Committee (BC)*
* *College Professional Development & Leadership Committee*
* *Facilities, Safety & Sustainability Committee*
* *Student Success Committee*
* *Technology Committee*

All Faculty, Staff, Students, and Managers

President’s Cabinet

All Deans & Managers

Department Chairs / Program Directors

**Organic Pathway**

Wing Planning Councils

* *Administrative Services Wing*
* *Instructional Services Wing*
* *President’s Wing*
* *Student Services Wing*

District Consultation Council

**Formal Pathway**

CCC – Constituency Groups

*Academic Senate, CCC Management Team, Associated Student Government (ASG), and Classified Senate*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Coastline Community College—2018-19 Monthly Meeting Schedule | | | | | |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **1** | **Career & Technical Education Development** (2 – 4 pm), Garden Grove Center  Diversity (3 – 5 pm), College Center | **Coastline Management Team**  (9 – 11 am), College Center  **Professional Development Institute**  (11:30am – 12:30 pm),College Center  **Academic Senate (12:30 – 2:30 pm), College Center**  **College Professional Development & Leadership Committee**  (3 – 5 pm), College Center | **Planning, Institutional Effectiveness & Accreditation** (1:30 – 3:00 pm), College Center | **President’s Cabinet (9 am – noon),** College Center  **Accreditation Steering Committee** ( 1-3 pm), College Center  **Instructional Services Wing Planning Council** ( 3 – 5 pm), College Center | **Associated Student Government**  (8-10am), College Center |
| **2** | **Admin Services Wing Planning Council** (10:15 am – 12 pm), College Center  **Program & Department Review**  **(1 – 4 pm)**, College Center  **SE/BSI/SSSP (9-11a)** College Center | **College Council**  (9 – 11 am),  College Center  **Academic Senate Executive Committee** (12:30 pm – 2:30 pm), College Center | **Student Services Wing Planning Council** (10 am – 12 pm), College Center  **Budget** (1:30 – 3:00 pm), College Center | **President’s Cabinet (9 am – noon)**, College Center  **Facilities, Safety & Sustainability**  **(3 – 5 pm),** College Center | **Associated Student Government**  (8-10am), College Center |
| **3** | **Student Success**  (1 – 3 pm), College Center  **President’s Wing Planning Council**  (3– 4 pm), College Center | **Academic Senate** (12:30 – 2:30 pm), College Center  **Military & Veterans** (2:30 – 4:30 pm),  College Center (quarterly)  **Visual Art Exhibition and Performing Arts Activity**  **(3 – 5 pm),** Art Gallery | **Scholarship Selection** (8:30 – 10 am), College Center  **Planning, Institutional Effectiveness & Accreditation** (1:30 – 3:00 pm), College Center | **President’s Cabinet (9 am – noon)**, College Center  **Classified Senate** (10am-noon), College Center  **Accreditation Steering Committee**  ( 1-3 pm), College Center Technology (3 – 5 pm), College Center | **Associated Student Government**  (8-10am), College Center  **Curriculum (1:30 – 5 pm),**  College Center (Selected Fridays) |
| **4**  **Participatory Governance**  **Constituency Group**  **Academic Subcommittee**  **Work Group**  **Wing Planning Councils** | **Program & Department Review**  **(1 – 4 pm)**, College Center  **SE/BSI/SSSP (9-11a)** College Center  **COMMITTEE KEY** | **College Council (9– 11 am), College Center**  **Academic Senate Executive Committee (12:30 pm – 2:30 pm), College Center** | **Budget** (1:30 – 3:00 pm), College Center (as needed)  **Marketing Outreach** (3 – 4:30 pm), College Center | **President’s Cabinet (9 am – noon)**, College Center | **Associated Student Government**  (8-10am), College Center |

**Participatory Governance Committees**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Participatory Governance Committees** | **Chair/Co-chair** | **Meeting Schedule** |
| Accreditation Steering Committee |  | Sept-Dec/Feb-May, 1st & 3rd Th; 1-3 pm |
| Budget Committee |  | Sept-Dec/Feb-May, 2nd W, 4th W; as needed; 1:30-3:00 pm |
| College Council Committee |  | 2nd & 4th T; 9-11 am |
| College Professional Development & Leadership Committee |  | Sept-Dec/Feb-May, as needed, 1st T; 3-5 pm |
| Facilities, Safety & Sustainability Committee |  | Sept-Dec/Feb-May, 2nd Th; 3-5 pm |
| Planning, Institutional Effectiveness & Accreditation Committee |  | Sept-Dec/Feb-May, 1st & 3rd W; 1:30-3:00 pm |
| Student Success Committee |  | Sept-Nov/Feb-May, 3rd M; 1-3 pm |
| Technology Committee |  | Sept-Nov/Feb-May, 3rd Th; 3-5 pm |

**Wing Planning Councils**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Wing Planning Councils** | **Chair/Co-chair** | **Meeting Schedule** |
| Administrative Services Wing |  | Sept-Dec/Feb-May, 2nd M; 10:15am -12 pm |
| Instructional Services Wing |  | Sept-Dec/Feb-April, 1st Th; 3-5 pm |
| President’s Wing |  | Oct, Dec, Feb, April; 3rd M; 3-4 pm |
| Student Services Wing |  | Sept-Dec/Feb-May, 2nd W; 10 am -12 pm |

**Constituency Groups**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Constituency Groups** | **Chair/Co-chair** | **Meeting Schedule** |
| Academic Senate |  | Sept-Dec/Feb-May, 1st & 3rd T; 12:30-2:30 pm |
| Associated Student Government |  | Sept-May, F; 8 – 10 am |
| Coastline Management Team |  | Aug-June, 1st T; 9-11 am |
| Classified Senate |  | Aug-Nov/Jan-June, 3rd Th; 10 am-noon |

**Academic Senate Subcommittees**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Academic Senate Subcommittees** | **Chair/Co-Chair** | **Meeting Schedule** |
| Curriculum Committee |  | Sept-Dec/Feb-May, Selected F; 1:30-5 pm |
| Professional Development Institute |  | Sept-Dec/Feb-May,1st T; 11:30 am -12:30 pm |
| Program & Department Review Committee |  | Sept-Dec/Feb-May, 2nd & 4th M; 1-4 pm |

**Ad Hoc Panels**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Ad Hoc Panels** | **Chair/Co-chair** | **Meeting Schedule** |
| Academic Petitions Review Panel |  | As needed |
| Emeritus Rank Designation Panel |  | March-May as needed |
| Institutional Proposal Review Board Panel |  | Once a semester (except when full panel review is required) |
| Probation Disqualification Panel |  | Once a semester |
| Student Discipline Appeal Panel |  | As needed |
| Student Grievance Panel |  | As needed |

**Work Groups**

**2018-19**

|  |  |  |
| --- | --- | --- |
| **Work Groups** | **Chair/Co-chair** | **Meeting Schedule** |
| At-Risk for Homelessness and Foster Youth Work Group |  | Every other T, as needed. |
| Business Development and Partnerships Work Group |  | Sept, Nov/Feb, April (Quarterly), 3rd F; 10 am – 12 pm |
| Career & Technical Education Development Work Group |  | Sept, Dec, Feb, May, 1st M; 2-4 pm |
| Classified Staff Recognition Work Group |  | As needed during spring semester |
| Diversity Work Group |  | Sept-Dec/Feb-May, 1st M; 3 – 5 pm |
| Graduation Work Group |  | As needed during spring semester |
| Military & Veterans Work Group |  | Sept-Dec/Feb-May, 3rd T; 2:30-4 pm |
| Scholarship Selection Work Group |  | Sept-Dec/Feb-May, 3rd W; 8:30-10 am |
| Standardized Emergency Management System (SEMS) Team Work Group |  | Once per semester and as needed |
| Student Equity/BSI/SSSP/AANAPISI Work Group |  | Sept-Dec/Feb-May 2nd & 4th M, 9 – 11 am |
| Visual Art Exhibition & Performing Arts Activity Work Group |  | Sept-Dec/Feb-May, 3rd T; 3 – 5 pm |

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**Participatory Governance Committees**

## ACCREDITATION STEERING COMMITTEE

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (13) 2018-19** | **Meeting Schedule, etc.** |
| To guide the college through the self-evaluation process for the purpose of continuous self-improvement as evidenced by the Institutional Self-Evaluation Report | **Standard 1**  Dean, Institutional Effectiveness & Planning  Academic Senate Rep.  Classified Senate President or Designee  **Standard 2**  VP, Instruction  Executive Dean, ELD  Academic Senate Rep.  Classified Senate Rep.  **Standard 3**  VP, Administrative Services  Academic Senate Rep.  Classified Senate Rep.  **Standard 4**  Academic Senate Rep.  Dean, Instruction (Area Center)  Classified Senate Rep. | September – December/  February – May  1st & 3rd Thursday  1:00 – 3:00 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

## BUDGET COMMITTEE

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (14) 2018-19** | **Meeting Schedule, etc.** |
| To identify resources to be allocated based on the mission, plans and goals of the college as articulated in the Education Master Plan (EMP) and as developed and recommended by the Planning, Institutional Effectiveness and Accreditation Committee*.* Members must also be a member of PIEAC. | Academic Senate President; Co-Chair of PIEAC  Academic Senate Rep.  Academic Senate Rep.  ASG Rep.  CFCE Rep.  Classified Senate President or Designee  Classified Senate Rep.  Classified Senate Rep.  Dean, Institutional Effectiveness & Planning  Dean, Instruction (Area Center)  Faculty (CFE/AFT)  VP, Administrative Services  VP, Instruction  VP, Student Services  (Non-Voting, Ex-Officio Member)  Director, Business Services | September – December/  February – May  2nd Wednesday  4th Wednesday as needed  1:30 – 3:00 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

**Participatory Governance Committees**

## COLLEGE COUNCIL

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (11) 2018-19 | **Meeting Schedule, etc.** |
| To act on College committee and constituency recommendations, to foster College communication and information sharing, and to review overall College operations, ensuring decisions and recommendations support the College mission and goals. | Academic Senate President  Academic Senate Rep.  ASG President or Designee  ASG Rep.  Classified Senate President  Classified Senate Rep.  Exec Dean, ELD  President  VP, Administrative Services  VP, Instruction  VP, Student Services  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Director, Marketing & PR | 2nd & 4th Tuesdays  9 – 11 a.m.  **Location**  College Center  **Chair**  **Committee Support** |

## 

## COLLEGE PROFESSIONAL DEVELOPMENT & LEADERSHIP COMMITTEE

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (7)                                               2018-19 | **Meeting Schedule, etc.** |
| To create a culture of professional learning and development at Coastline, and provide opportunities for growth and advancement for all Coastline employees so that we may better serve our students. | Academic Senate Rep.  Dean, Innovative Learning  Classified Senate Rep.  Classified Senate Rep.  Director, Human Resources  Faculty Success Center Coordinator  Flex Coordinator  Resource:  Dean, Institutional Effectiveness & Planning  Classified Senate President or Designee | September  – December/  February – May  1st Tuesdays (meet as needed)  3 - 5 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

**Participatory Governance Committees**

## FACILITIES, SAFETY & SUSTAINABILITY

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (16) 2018-19 | **Meeting Schedule, etc.** |
| The Facilities, Safety and Sustainability Committee are mandated to review and plan for Facilities to house sites, programs, and college operations. Safety is to review and recommend procedures and practices to ensure maximum levels of safety and health for all College operations including ADA compliance and sustainability will explore and promote avenues of sustainability that the college can use to become a more environmentally responsible campus. In addition, the committee will enable sustainability in Coastline’s college community through education and training. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  ADA 504 Officer  Area Facilitator- NBC  Area Facilitator- LJC  Area Facilitator- GGC  ASG Rep.  Classified Senate Rep.  CMT Rep.  CMT Rep.  Director, Campus Safety & Emergency Preparedness  Director, Maintenance & Operations  District Environmental Health & Safety Representative  Director, IT  M&O Dept. Rep.  Title IX Officer  VP, Administrative Services  **Resource - as needed**  Dean, Institutional Effectiveness & Planning | September – December/  February - May  2nd Thursdays  3 – 5 p.m.  **Location**  College Center  **Co-Chairs**  **Committee Support** |

## PLANNING, INSTITUTIONAL EFFECTIVENESS AND ACCREDITATION COMMITTEE (PIEAC)

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (26) 2018-19 | **Meeting Schedule, etc.** |
| To provide oversight and leadership in support of institutional effectiveness and through ongoing intentional College-wide evaluation, dialogue, planning, coordination, and use of systematic data to ensure student learning, ensure that the College fulfills its mission and meets or exceeds institutional accreditation standards. PIEAC makes recommendations to the President through College Council. | Academic Senate President; Co-chair, Budget  Academic Senate VP  Accreditation Liaison  ASG President or Designee  Classified Senate President or Designee  Classified Senate Vice President or Designee  Classified Senate Rep.  CFE Rep.  CFCE Rep.  Dean, Institutional Effectiveness & Planning  Dean, Instruction  Dean, Counseling  Director, IT  Exec Dean, ELD  Faculty Counseling  Faculty Curriculum  Faculty CTE  Faculty Technology/DL  Faculty General Education  Faculty General Education  Faculty Basic Skills/ESL  Faculty Special Programs  FSC Coordinator  VP, Admin Services; Co-Chair, Budget  VP, Instruction (ALO)  VP, Student Services  Non-Voting Ex-Officio Member  President  Director Business Services | September – December/  February - May  1st & 3rd Wednesday  1:30 – 3:00 p.m.  **Location**  College Center  **Co-Chairs**  **Committee Support** |

**Participatory Governance Committees**

## STUDENT SUCCESS

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (25) 2018-19 | **Meeting Schedule, etc.** |
| To provide a shared framework for the discussion, development, and implementation of processes and programs that integrates the Student Success & Support Program, Basic Skills, and Student Equity to optimize and enhance student achievement and success. | Academic Senate President or Designee  Academic Senate Rep. (Counselor)  Academic Senate Rep. (BIO)  Academic Senate Rep. (CTE)  Academic Senate Rep. (English)  Academic Senate Rep. (ESL)  Academic Senate Rep. (Mathematics)  Academic Senate Rep. (Special Programs & Service Coord.)  Academic Senate Rep. (Student Success Center Coord.)  ASG Rep.  ASG Rep.  Classified Senate Rep. (Admin. & Records)  Classified Senate Rep. (Career Services)  Classified Senate Rep.  Classified Senate Rep. (EOPS)  Classified Senate Rep. (A&R)  Classified Senate Rep.  Dean, Counseling  Dean, Instruction WC  Dean, Students  Director, EOPS/CARE  Director, Student Equity/Title IX  ELD Representative  Manager, (DL)  SSSP Coordinator | September – November/  February – May  3rd Monday  1 - 3 p.m.  **Location**  College Center  **Co-chairs**    **Committee Support** |

## TECHNOLOGY COMMITTEE

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (17) 2018-19 | **Meeting Schedule, etc.** |
| This committee is responsible for the development and evaluation of a Technology Master Plan. The committee is also responsible for:   * the development of long and short range plans and priorities for CCC to facilitate the acquisition and deployment of technology * the review, evaluation and advocacy for new and emerging technologies that will enhance student learning and improve communication and computing technologies at Coastline. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  ADA 508 Officer  ASG Rep.  Associate Dean, DL  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  CMT Rep.  CMT Rep.  CMT Rep.  Director, Marketing & PR  Director, IT  Faculty Success Center Coordinator  Librarian or Designee  VP, Student Services  Webmaster  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Guided Pathways Coordinator | September – November/  February - May  3rd Thursday  3 - 5 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

# Wing Planning Council

## ADMINISTRATIVE SERVICES

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (12) 2018-19 | **Meeting Schedule, etc.** |
| The Administrative Services Planning Council provides advisement to the Vice-President of Administrative Services in the following areas:   * Develop Annual Wing Plan linking to Annual Institutional Report/Service Areas Outcomes**/**SLO’s * Develop program review format for departments within administrative services * Utilize program reviews for budget requests/budget reductions * Prioritize budget requests within the area * Coordinate with governance groups as appropriate * Review all funding sources/programs for analysis. * Communicate with constituency * Identify improvements to be implemented based on SLO assessment results | **Administrators (7)**  VP, Administrative Services  Director, Business Services  Director, Campus Safety & Emergency Preparedness  Director, Human Resources  Director, Maintenance & Operations  Director, IT  Exec Dean, ELD  **Faculty (2)**  Academic Senate President or Designee  Academic Senate Rep.  **Classified Senate (2)**  Classified Rep.  Classified Rep.  **Student (1)**  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning | September – December/  February – May  2nd Monday  10:15 a.m. – 12 p.m.  **Location**  College Center  **Co-Chairs**  **Committee Support** |

# Wing Planning Council

## INSTRUCTIONAL SERVICES

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (28) 2018-19 | **Meeting Schedule, etc.** |
| The Instruction Planning Council provides advisement to the Vice-President of Instruction related to the following areas:   * Enrollment Management * Instructional wing plans * Program scheduling * Program innovation, initiation, expansion, and consolidation * Professional development and training needs * Grant and entrepreneurial opportunities * Instructional resource needs * Facilities utilization * Significant need for budgetary augmentation or reduction * Program Review analysis and connection to resources * Instructional and staff resources | **Administrators (9)** VP, Instruction  Manager, Distance Learning  Dean, Counseling  Dean, Institutional Effectiveness & Planning  Dean, Instruction, CTE/GGC  Dean, Instruction, WC  Dean, Instruction, NBC Center  Executive Dean, ELD  **Faculty (14)** President, Academic Senate  Vice-President, Academic Senate  Vice-President, Academic Senate  Curriculum Committee Chair  Program Review Committee Rep.  Student Success Coordinator  Librarian  Faculty Success Center Coordinator  SLO/Program Review Coordinator  Open Educational Resources Coordinator  Articulation Officer  Academic Senate Rep.  Academic Senate Rep.  DSPS Representative  **Classified Senate (3)** Classified Senate President or Designee Classified Senate Rep.  Classified Senate Rep.  **Marketing Representative (1)**  Director, Marketing & PR  **Students (1)** ASG representative | **February & September:** Planning Council Meeting  **March & October:** Planning Council & Department Chairs Meeting  **April & November:** Planning Council & Town Hall Meeting  1st Thursday  3 – 5 p.m.  **Location** College Center  **Co-Chairs**  **Committee Support** |

**Wing Planning Council**

## STUDENT SERVICES

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Mandate** | | Members (21) 2018-19 | | **Meeting Schedule, etc.** |
| The Student Services Wing Planning Council will utilize student achievement, service area performance outcome data, and Student Services Departmental Reviews to inform annual plans for the Wing. The Council will prioritize initiatives and resource requests that are identified through the review process.  In pursuit of the above, this Council provides advisement to the Vice President of Student Services through the following:   * Facilitate effective, efficient and timely Student Services Departmental Reviews, annual planning, and budgeting processes. * Develop a comprehensive annual plan for Student Services with clear goals and outcomes, budget projection, and a year-end review and evaluation * Review and revise wing plans on an annual basis * Monitor and track Student Services contributions to institutional Key Performance Indicators (KPIs) * Address how each department/program is aligning with the Wing goals * Ensure compliance with legislation, regulations, and directives * Clearly and consistently communicate funding priorities and resource allocations to the entire Student Services Wing. | **Administrators (8)** Dean, Instruction  Dean, Counseling  Director, Enrollment Services  Director, EOPS/CARE  Director, Financial Aid Designee  Dean, Students  Director, Student Life  Manager, ELD  **Faculty (4)** Academic Senate President  Academic Senate Representative Counseling Department Faculty  DSPS Faculty  **Classified (7)** President, Classified Senate or Designee Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  **Student (2)**  ASG Rep  ASG Rep  **Resource – As needed**  Dean of Institutional Effectiveness & Planning  Director, Student Equity and Title IX  **Non-Voting Member**  Vice President, Student Services | | September– December/ February– May  2nd Wednesday  10 a.m. – 12 p.m.  **Location** College Center  **Co-Chairs**  **Committee Support** | |

# Wing Planning Council

## PRESIDENT’S WING

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (9) 2018-19 | **Meeting Schedule, etc.** |
| The council mandate is to utilize operational and service area outcome (SAO) data and best practices to inform the development of the Extended Learning, Foundation, Institutional Effectiveness, and Marketing and Public Relations department reviews. Through collaboration within the governance structure, the council will prioritize initiatives that stem from the findings from the department review process. Additionally, the council will monitor the 2017-2020 President’s Wing Plan, which includes the oversight of College planning, marketing, and revenue/partnership generation from grants, Foundation, and Extended Learning. | **Administrators (4)** Dean, Institutional Effectiveness & Planning  Director, College Foundation  Director, Marketing & PR  Exec Dean, ELD  **Faculty (2)** Academic Senate President or Designee  Academic Senate Rep.  **Classified Senate (2)** President’s Office  Grant Development  **Students (1)** ASG Rep. | September – December/ February – May  3rd  Monday  3 – 4 p.m.  **Location** College Center  **Chair**  **Committee Support** |

## 

# Constituency Groups

## 

## ACADEMIC SENATE

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (30) 2018-19 | **Meeting Schedule, etc.** |
| To participate in formulating District and College policy on academic and professional matters. | Michael Bach (2020)  Stephen Barnes (2019)  Sandra Basabe (2019)  Marilyn Brock (2019)  Cheryl Chapman (2021)  Fred Curry (2020)  Scott Davis (2019)  David Devine (2020)  Lisa Demchik – on leave Fall 2018 (2020) Claudia Stone (Fall 2018)  Kevin Erdkamp (2021)  Fred Feldon (2020)  Marilyn Fry (2021)  Angela Gomez-Holbrook (2021)  Deborah Henry (2019)  Ann Holliday (2019)  Dan Johnson (2021)  Linda Kuntzman (2019)  David Lee (2020)  Lisa Lee (2020)  Joshua Levenshus (2020)  Rick Lockwood (2019)  Margaret Lovig (2020)  Ted Marcus (2020)  Tanya Murray (2021)  Jeanne Oelstrom (2019)  Celeste Ryan (2021)  Chau Tran (2019)  Stacey Smith (2021)  Michael Warner (2021)  Tobi West (2021)  VP, Instruction (Vince Rodriguez)  AFT Local 1911 Representative (VACANT)  Classified Senate Rep. (Sylvia Amito’elau)  ASG Rep. (VACANT) | September – December/  February – May  1st & 3rd Tuesdays  12:30 - 2:30 p.m.  **Location**  College Center  **Chair**  Ann Holliday  241-6156  **Executive Board**  Ann Holliday - President  Lisa Lee – Vice President,  Committees  Deborah Henry - Vice President,  Legislative Issues  Marilyn Fry - Recording  Secretary  David Lee – Corresponding  Secretary  Michael Bach - Treasurer  Angela Gomez-Holbrook -  Parliamentarian  Dan Johnson/ Debbie Henry – Curriculum Co-Chairs  **Committee Support**  Yadira Lopez  241-6157 |

**Constituency Groups**

## 

## ASSOCIATED STUDENT GOVERNMENT

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members 2018-19 | **Meeting Schedule, etc.** |
| To participate and effectively represent the student body in the participatory governance process. | All registered CCC Students.  (Distance Learning Rep)  Garden Grove Area Rep)  (Newport Beach Area Rep)  (Westminster Area Rep)  (Military Area Rep)  (Campus Clubs Rep)  (Legislative Affairs Area Rep)  (Student Equity and Pathways Rep) | September – December  February – May  Friday  8 – 10 a.m.  **Location**  College Center  **Executive Board**  **Committee Support** |

## 

## COASTLINE MANAGEMENT TEAM

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (34) 2018-19 | **Meeting Schedule, etc.** |
| To review and improve College operations and management through sharing information, discussion, and staff development. | Lori Adrian Mariam Khosravani  Renate Akins Merry Kim  Shelly Blair Mai Le  Nathan Brais Araba Mensah  Derek Bui Kate Mueller  Michael Colver Tom Neal  Lynn Dahnke Christine Nguyen  Dana Emerson Chinh Pham  Leighia Fleming Vince Rodriguez  Randy Flint Jorge Sanchez  Judy Garvey Natalie Schonfeld  Joycelyn Groot Michael Scott  Rene Gutierrez Dave Thompson  Chermaine Harrell Kathie Tran  Nate Harrison Jim West  Nancy Jones Dawn Willson  Bruce Keeler Aeron Zentner  Academic Senate President  Classified Senate President  ASG Rep. | August – June  1st Tuesdays  9 – 11 a.m.  **Location**  College Center  **Chair**  Lori Adrian  241-6152  **Committee Support**  Laila Mertz  241-6153 |

**Constituency Groups**

## 

## CLASSIFIED SENATE

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (All Classified) 2018-19 | **Meeting Schedule, etc.** |
| “To support and reaffirm the college mission. Embrace a proactive role in shared governance; Participate in the development of policy and practices related to classified staff; facilitate communication among students, classified professionals, administration, faculty and governing board.” | Council meetings are open to all Classified Personnel.  Academic Senate Rep.  ASG Rep. | August-November/January-June  3rd Thursdays  10 a.m. – Noon Location College Center  **Executive Board** |

# Academic Senate Subcommittee

## 

## CURRICULUM

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (33) 2018-19** | **Meeting Schedule, etc.** |
| To approve College curriculum. | **(5 Non-Voting)**  Student Services Department  Instruction Staff  Manager, Extended/Distance Learning  Student (ASG)  VP, Instruction  ***(28 Voting)***  ***Standing Members - 7***  Learning Center Representative (Rotating)  (Fall 2018/Spring 2019)  Dean of Innovative Learning  Discipline Dean  Discipline Dean  Discipline Dean  Faculty (Articulation Officer)  Faculty (Librarian)  ***Elected Faculty Members - 21***  Stephen Barnes (Career Programs) (2020)  Stephanie Bridges (English/Humanities) (2019)  Cheryl Chapman (Computer Technology) (2019)  Fred Curry (At-Large) (2021)  David Devine (At-Large) (2020)  Amy Evangelista (Counselor) (2019)  Marilyn Fry (At-Large) (2019)  Deborah Henry (At-Large) (2019)  Ann Holliday (Special Education) (2019)  Dan Johnson (Social Sciences) (2021)  Mahbub Khan (Distance Learning) (2020)  Joshua Levenshus (Mass Communications) (2019)  Margaret Lovig (At-Large) (2020)  Judy Montague (ESL) (2020)  Rachel Niehaus (Health/Nutrition/Gerontology/PE) (2021)  Jeanne Oelstrom (Business) (2021)  Katherine Ozbirn (At-Large) (2021)  Petra Petry (International Languages) (2019)  Daniel Salcedo (Science) (2021)  Natasha Shoro (Fine & Applied Arts) (2020)  Chau D. Tran (Math) (2019) | September – December/  February - April  Selected Fridays  1:30 - 5 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

**Academic Senate Subcommittee**

## 

## PROFESSIONAL DEVELOPMENT INSTITUTE (PDI)

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (7) 2018-19 | **Meeting Schedule, etc.** |
| To provide methods for all faculty to achieve professional growth and advise the College administration and the Academic Senate on faculty professional development; to arrange the procedures for faculty to meet professional development activity objectives per contractual agreements; and keep faculty informed of professional development activities, funding availability, and application deadlines. | Faculty  Faculty  Faculty  Faculty  Faculty  Faculty  VP, Instruction (Non-Voting) | September – December/  February - May  1st Tuesdays  11:30 a.m. – 12:30 p.m.  **Location**  College Center  **Co-chairs**  **Administrative Liaison**  **Committee Support** |

## 

## PROGRAM & DEPARTMENT REVIEW

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (12) 2018-19 | **Meeting Schedule, etc.** |
| To provide leadership, support, coordination, and continuity to the program and department review process and procedures for instruction, student services and administrative units.  . | Academic Senate President or Designee  Academic Senate Rep. (Curriculum Chair)  Academic Senate Rep. (CTE)  Academic Senate Rep.  Academic Senate Rep. (Counseling)  Classified Senate Rep.  Classified Senate Rep.  Dean, Counseling  Dean, Institutional Effectiveness & Planning  Dean, Instruction CTE  Dean, Students  Program Review & SLO Coordinator  Student (ASG)  **Non-Voting**  Student Success Coordinator  **Resource – As Needed**  Vice President, Student Services  **Note:** Faculty and classified appointments are for two years. | September – December/  February - May  2nd & 4th Mondays  1 – 4 p.m.  **Location**  College Center  **Co-chairs**  **Committee Support** |

# 

# Ad Hoc Panels

## 

## ACADEMIC PETITIONS REVIEW PANEL

|  |  |  |  |
| --- | --- | --- | --- |
| **Mandate** | **Members (6) 2018-19** | **Meeting Schedule, etc.** | |
| To review student petitions to waive academic requirements, make course substitution, or appeal a denied change of grade. | (6 Voting Members)  Counselor  Dean, Instruction  Faculty (General Education)  Faculty (General Education)  Faculty (CTE)  Student (ASG)  (2 Non-Voting Member)  Director, Enrollment Services  Manager, Enrollment Services and Program Development (Ex-Officio member) | | Meet on an as needed basis.  **Location**  College Center  **Chair**  **Committee Support** |

## 

## EMERITUS RANK DESIGNATION PANEL

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (4) 2018-19 | **Meeting Schedule, etc.** |
| To distribute and review applications for Emeritus designation and make recommendations to President for approval. | Academic Senate President  Classified Senate President or Designee  Director, Human Resources  VP, Administrative Services | Meet on an as needed basis.  **Location**  College Center  **Chair**  **Committee Support** |

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## INSTITUTIONAL PROPOSAL REVIEW BOARD PANEL

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (6) 2018-19 | **Meeting Schedule, etc.** |
| The Institutional Proposal Review Board (IPRB) reviews research projects that involve human participants to uphold two broad standards: first, that participants are not placed at undue risk; second, that they give uncoerced, informed consent to their participation. | Dean, Institutional Effectiveness & Planning  Faculty Member  Member (with legal training)  Member (CCCD Risk Services)  Senior Research Analyst  Special Programs Rep.  Institutional Effectiveness Analyst  **Note:** Each member should serve a three-year term except for the Chair  Two of the five members should have training in research methods. | Once each semester except when a “full panel review” is required.  **Location**  College Center  **Chair**  **Committee Support** |

**Ad Hoc Panels**

## 

## PROBATION & DISQUALIFICATION PANEL

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (7) 2018-19 | **Meeting Schedule, etc.** |
| To evaluate and review current probation/disqualification practices; develop appropriate procedures and processes. | Academic Senate Rep. (General Education)  Academic Senate Rep. (CTE)  Academic Senate Rep.  Counselor  Counselor  Dean, Counseling  Student Success Center Coordinator  Student Pool: ASG Members | Once a semester  **Location**  College Center  **Chair**  **Committee Support** |

## STUDENT DISCIPLINE PANEL

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (5) 2018-19 | **Meeting Schedule, etc.** |
| To review Student appeal of sanctions imposed by the College Disciplinary Officer if requested by Student, and to make recommendations on whether long-term suspension or expulsion is warranted based upon allegations and evidence in support thereof. | Classified Pool:  Faculty Pool:  Student Pool: ASG Members | Meet on an as needed basis.  **Location**  College Center  **Chair**  **Committee Support** |

**STUDENT GRIEVANCE PANEL**

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (5) 2018-19 | **Meeting Schedule, etc.** |
| To review each Student Formal Grievance Petition, to evaluate the merit to grievance, and to determine appropriate action to be taken. | Classified Pool:  Faculty Pool:  Student Pool: ASG Members | As Needed  **Location**  College Center  **Chair**    **Committee Support** |

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# Work Groups

## AT-RISK FOR HOMELESSNESS AND FOSTER YOUTH WORK GROUP

|  |  |  |
| --- | --- | --- |
| Mandate | Members (11) 2018-19 | **Meeting Schedule, etc.** |
| The At-risk of Homelessness and Foster Youth work group will address the needs of students who are homeless, at risk for homelessness, and current and former foster youth at Coastline Community College. The group will discuss and help implement best practices that address food, mental health, medical, and housing needs for these populations. It will help develop partnerships both within Coastline and in the community to leverage resources that will help decrease barriers to student success.  Together the work group will work towards informing the college about the resources available to students who are homeless, at risk for homelessness, and current and former foster youth. The workgroup will meet at least once a month. | Admissions & Records  ASG  ASG Student Rep.  CalWORKs  Director, EOPS/CARE  EOPS Outreach  EOPS/NextUp  Financial Aid  Intercultural Resource Center  Transfer Center  Veterans Rep. | Every other Tuesday, as needed.  **Location**  College Center  **Chair**  **Committee Support** |

## BUSINESS DEVELOPMENT AND PARTNERSHIPS WORK GROUP

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Mandate** | | Members (10) 2018-19 | | **Meeting Schedule, etc.** |
| To collaborate on business, industry and community outreach efforts to leverage our professional connections, contacts, and relationships to improve and enhance our collective efforts with partnership development, fundraising, grant initiatives, and other entrepreneurial and innovative endeavors. | Classified Senate Rep.  Dean, Instruction CTE  Director, Business Services  Director, College Foundation  Director, IT  Director, Marketing & PR  Director, Student Life  ELD Marketing Manager  Executive Dean, ELD  Manager, Military Outreach  Grants  Industry Rep  Project Director, Adult Education  Veterans Rep. | | September, November,  February, April (Quarterly)  3rd Fridays  10 a.m. – noon  **Location**  College Center  **Chair**  **Committee Support** | |

**Work Groups**

## CAREER & TECHNICAL EDUCATION DEVELOPMENT WORK GROUP

|  |  |  |
| --- | --- | --- |
| Mandate | Members (6) 2018-19 | **Meeting Schedule, etc.** |
| To bring faculty, staff, and community representatives together to develop recommendations for promoting, strengthening and expanding Career and Technical Education programs and services. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  ASG Rep.  ASG Rep. (CTE Student)  Business & Industry Rep.  Business & Industry Rep.  Business & Industry Rep.  Business & Industry Rep.  Classified (CTE)  Dean, Instruction CTE  Manager, Student Svcs, Partnerships | September, December,  February, May  1st Mondays  2 - 4 p.m.  **Location**  Garden Grove Center  **Co-chairs**  Co-chair to be elected at the first meeting  **Committee Support** |

## CLASSIFIED STAFF RECOGNITION WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (9) 2018-19** | **Meeting Schedule, etc.** |
| To recommend and oversee process of classified staff recognition. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  ASG Rep.  Classified Senate President or Designee  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep. | As needed.  **Location**  College Center  **Chair**  **Committee Support** |

## DIVERSITY WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (16) 2018-19** | **Meeting Schedule, etc.** |
| To promote the development and implementation of practices which will enhance the understanding and competence about our responsibilities as local and global citizens while creating a supportive environment for students, faculty and staff. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  ASG Rep.  APACT Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Community Organization Rep.  Dean, Students  Director, Student Equity/Title IX  Director, EOPS/CARE  Director, Student Life  Director, Human Resources  Manager, Outreach and Partnerships, ELD  Project Director, Title III AANAPISI | September- December  February – May  1st Mondays  3 - 5 p.m.  **Location**  College Center  **Co-Chairs**  **Committee Support** |

**Work Groups**

## GRADUATION WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (9) 2018-19** | **Meeting Schedule, etc.** |
| To plan graduation. | Academic Senate Rep.  ASG Rep. (as needed)  Classified Senate Rep.  Director, Enrollment Services  Director, Maintenance & Operations  Director, Marketing & PR  Director, Student Life  Graduation Technician  Instruction Office Rep.  Military Contract Education  President’s Office Rep.  Student Life Department Rep. | As needed during the  Spring semester  **Location**  College Center  **Chair**  **Committee Support** |

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## MILITARY AND VETERANS WORK GROUP

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| --- | --- | --- |
| **Mandate** | **Members (9)                                                   2018-19** | **Meeting Schedule, etc.** |
| To assess policies and procedures to assure compliance with government regulations impacting military and veteran students and make recommendations as appropriate; to create an inviting learning climate that promotes program growth and academic success in support of the military community through quality education services, collaboration and partnerships. | Academic Senate Rep.  College Certifying Official (A&R)  College Certifying Official (CE)  Counselor (Military)  Manager, Extended/Distance Learning  Military Site Representative  Special Programs  Student Veteran of America  Veteran Resource Coordinator  ELD Marketing Manager  **Note:** It is recommended that Faculty and Staff assigned to this committee are also US Veterans of the Armed Services | Quarterly: September – December/  February – May  3rd Tuesday  2:30 - 4 p.m.  **Location**  3rd floor Military Conference Room  **Chair**  **Committee Support** |

## 

**Work Groups**

## SCHOLARSHIP SELECTION WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (9) 2018-19** | **Meeting Schedule, etc.** |
| To coordinate College scholarship awards activities including: recommending donation solicitation, seeking scholarship applications, selecting recipients, promoting and conducting the annual Scholarship Awards Reception, and coordinate activities with the Coastline Foundation. | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Classified Senate Rep.  Foundation Board Member  Foundation Board Member  Foundation Rep.  Director, College Foundation  Director, Student Life  Military Rep.  Military Rep. | September – December/  February – May  3rd Wednesdays  8:30 - 10 a.m.  **Location**  College Center  **Chair**  **Committee Support** |

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## STANDARD EMERGENCY MANAGEMENT SYSTEM (SEMS) TEAM WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (11) 2018-19** | **Meeting Schedule, etc.** |
| To further the District’s emergency response efforts and meet SEMS requirements. | Academic Senate President or Designee  Associate Dean, Distance Learning  Campus Operations Director  Classified Senate President or Designee  Dean, Instruction  Dean, Instruction  Director, Business Services  Executive Dean, ELD  Faculty  Incident Commander  Information Technology  Operations  Planning and Intelligence  Public Information Officer  Student (ASG)  Safety Officer/Liaison Officer  Director, Strategy and Logistics  VP, Student Services | Once per semester and as needed during the year.  **Location**  College Center  **Convener**  **Committee Support** |

**Work Groups**

## STUDENT EQUITY/ BSI / SSSP/ AANAPISI WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (14)** **2018-19** | **Meeting Schedule** |
| Collaborate and maximize our resources to better serve students.  Review requests for SE/BSI/SSSP/AANAPISI funds and submit recommendations to PIEAC for the use of SE/BSI/SSSP/AANAPISI funds | Academic Senate Rep.  Academic Senate Rep.  Classified Senate Rep.  Counselor (EOPS)  Dean, Counseling  Dean, Institutional Effectiveness & Planning  Dean, Instruction  Dean, Students  Director, EOPS/CARE  DSPS Representative  EOPS / CAFYES Specialist  Manager, Contract Education and Military Instruction  Project Director, Title III AANAPISI  SSSP Coordinator  Student Success Coordinator | September- December  February – May  2nd & 4th Mondays  9 – 11 am  **Location**  College Center  **Chair**  **Committee Support** |

## VISUAL ART EXHIBITION & PERFORMING ARTS ACTIVITY WORK GROUP

|  |  |  |
| --- | --- | --- |
| **Mandate** | Members (6) 2018-19 | **Meeting Schedule, etc.** |
| To advise the College on fine and performing arts activities, schedules, and other aspects of media arts education. | | Academic Senate Rep.  Academic Senate Rep.  Academic Senate Rep.  Classified (Area Facilitator)  Classified Senate Rep. Classified Senate Rep.  Community Member  Curator  Dean, Instruction NBC | September – December/  February - May  3rd Tuesdays  3 – 5 pm  **Location**  Newport Beach Center  **Co-chairs**  **Committee Support** | |