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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 CenterDiversity (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 CenterTechnology (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 – May1st & 3rd Thursday1:00 – 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 – May2nd Wednesday 4th Wednesday as needed1:30 – 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 Tuesdays9 – 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 CoordinatorFlex 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 - May2nd Thursdays3 – 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/DLFaculty General Education Faculty General EducationFaculty Basic Skills/ESL Faculty Special Programs FSC Coordinator VP, Admin Services; Co-Chair, Budget VP, Instruction (ALO) VP, Student Services Non-Voting Ex-Officio MemberPresidentDirector Business Services  | September – December/February - May1st & 3rd Wednesday1:30 – 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 Monday1 - 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 CoordinatorLibrarian or Designee VP, Student Services Webmaster **Resource - as needed**Dean, Institutional Effectiveness & PlanningGuided Pathways Coordinator  | September – November/February - May3rd Thursday3 - 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 – May2nd 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/GGCDean, 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 DesigneeClassified 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 Meeting1st Thursday3 – 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 DesigneeClassified 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– May2nd Wednesday10 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 – May3rd  Monday3 – 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 Tuesdays12:30 - 2:30 p.m. **Location**College Center**Chair**Ann Holliday 241-6156**Executive Board**Ann Holliday - PresidentLisa Lee – Vice President,  CommitteesDeborah Henry - Vice President,  Legislative IssuesMarilyn Fry - Recording  SecretaryDavid Lee – Corresponding  SecretaryMichael Bach - TreasurerAngela Gomez-Holbrook - ParliamentarianDan 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 – DecemberFebruary – MayFriday8 – 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 KhosravaniRenate Akins Merry KimShelly Blair Mai LeNathan Brais Araba MensahDerek Bui Kate MuellerMichael Colver Tom NealLynn Dahnke Christine NguyenDana Emerson Chinh PhamLeighia Fleming Vince RodriguezRandy Flint Jorge SanchezJudy Garvey Natalie SchonfeldJoycelyn Groot Michael ScottRene Gutierrez Dave ThompsonChermaine Harrell Kathie TranNate Harrison Jim West Nancy Jones Dawn Willson Bruce Keeler Aeron ZentnerAcademic Senate President Classified Senate President ASG Rep. | August – June1st Tuesdays9 – 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. – NoonLocationCollege Center**Executive Board** |

# Academic Senate Subcommittee

##

## CURRICULUM

|  |  |  |
| --- | --- | --- |
| **Mandate** | **Members (33) 2018-19** | **Meeting Schedule, etc.** |
| To approve College curriculum.  | **(5 Non-Voting)**Student Services DepartmentInstruction Staff Manager, Extended/Distance LearningStudent (ASG) VP, Instruction  ***(28 Voting)******Standing Members - 7***Learning Center Representative (Rotating)  (Fall 2018/Spring 2019) Dean of Innovative LearningDiscipline 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 - AprilSelected Fridays1:30 - 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 FacultyFaculty Faculty Faculty VP, Instruction (Non-Voting) | September – December/February - May1st Tuesdays11:30 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** |

##

## 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 ChairTwo 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. CounselorCounselor Dean, CounselingStudent 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**   |

#

# 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, ELDManager, Military Outreach Grants Industry RepProject Director, Adult Education Veterans Rep. | September, November, February, April (Quarterly)3rd Fridays10 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 Mondays2 - 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 LifeDirector, Human Resources Manager, Outreach and Partnerships, ELDProject Director, Title III AANAPISI   | September- DecemberFebruary – 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

|  |  |  |
| --- | --- | --- |
| **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 Wednesdays8:30 - 10 a.m.**Location**College Center**Chair****Committee Support**  |

##

## 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 LearningCampus 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 InstructionProject Director, Title III AANAPISI SSSP Coordinator Student Success Coordinator  | September- DecemberFebruary – May 2nd & 4th Mondays9 – 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 - May3rd Tuesdays3 – 5 pm**Location**Newport Beach Center**Co-chairs****Committee Support** |