# Participatory Governance Committees

## BUDGET COMMITTEE

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| **Mandate** | **Members (13) 2021-22** | **Meeting Schedule, etc.** |
| To identify resource allocation 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 (PIEAC) committee. Each member must also be a member of PIEAC. | **Administrators (4)**  ~~Coastline Pathways Lead or Designee~~  Dean, Institutional Effectiveness & Planning  Dean, Instruction  VP, Administrative Services  VP, Student Services  **Faculty (4)**  Academic Senate President; Co-Chair of PIEAC  Academic Senate Rep.-President-Elect  Academic Senate Rep.  Faculty CFE/AFT Rep.  **Classified Senate (2)**  Classified Senate President or Designee  Classified Senate Rep.  **CFCE (2)**  CFCE Rep.  CFCE Rep.  **Student (1)**  ASG Rep.  Non-Voting Ex-Officio Member  Director, Business Services  VP, Instruction | September – December/  February – May  2nd Wednesday  4th Wednesday as needed  1:30 – 3:00 p.m.  **Location**  College Center  **Co-chairs**  Deborah Henry  [dhenry@coastline.edu](mailto:dhenry@coastline.edu)  Christine Nguyen  241-6144  **Committee Support**  Martha Tran-Nguyen  241-6145 |

## COLLEGE COUNCIL

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| **Mandate** | Members (11) 2020--21 | **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. | **Administrators (4)**  President  VP, Administrative Services  VP, Instruction  VP, Student Services  **Faculty (2)**  Academic Senate President  Academic Senate President – Elect  **Classified Senate (1)**  Classified Senate President or Designee  **CFCE (1)**  CFCE Rep.  **Student (2)**  ASG President or Designee  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Director, Marketing & PR  Dean, ELD | 2nd Tuesday  4th Tuesday as needed  9 – 11 a.m.  **Location**  College Center  **Chair**  Lori Adrian  241-6152  **Committee Support**  Laila Mertz  241-6153 |

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## COLLEGE PROFESSIONAL DEVELOPMENT & LEADERSHIP COMMITTEE

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| **Mandate** | Members (7)                                                2021-22 | **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. | **Administrators (2)**  Dean, Innovative Learning  Director, Human Resources  **Faculty (2)**  Faculty Center Coordinator  Flex Coordinator  ~~Academic Senate Rep.~~  ~~Academic Senate Rep.~~  **Classified Senate (1)**  Classified Senate President or Designee  ~~Classified Senate Rep.~~  **CFCE (1)**  CFCE Rep.  ~~CFCE Rep.~~  **Student (1)**  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning (Aeron Zentner) | September  – December/  February – May  1st Tuesdays (meet as needed)  3 – 4:30 p.m.  **Location**  College Center  **Co-chairs**  Cheryl Chapman       906-5126  Shelly Blair       241-6251  **Committee Support**  Joan Hayes        241-6206 |

## DIVERSITY, EQUITY, AND INCLUSION (DEI) COMMITTEE

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| **Mandate** | Members (14)                                                2021-22 | **Meeting Schedule, etc.** |
| The DEI Committee coordinates the planning and implementation of activities and initiatives for advancing the College’s work on diversity, equity, and inclusion. Consistent with the college mission and exemplifying the college’s broad commitment, the DEI Committee facilitates a coherent and consistent college approach to diversity, equity, and inclusion. The committee serves as a coordinating body for ensuring that college policies and practices are race-conscious, social justice focused, and rooted in equity in support of our students, staff, and faculty. The committee serves as an advisory committee to other governance committees, including PIEAC and College Council, related to diversity, equity, and inclusion.  The committee supports college-wide efforts, including the State Chancellor’s Call to Action, and the implementation of the Student Equity and Achievement plan through the Student Equity and Achievement Workgroup. | **Administrators (4)**  Director, Equity and Title IX  Dean, Instruction (Rotation)  Director, HR, PD Representative  Director, Student Ldrshp & Global Engmnt  **Faculty (4)**  Equity Champion  Equity Champion  Equity Champion  Dept. Chair – Psychology and Human Svcs.  **Classified Senate (2)**  Classified Senate Rep.  Classified Senate Rep.  **CFCE (2)**  CFCE Rep.  CFCE Rep.  **Student (2)**  ASG Rep.  ASG Rep.  **Resources - as needed**  EOPS Representative, Distance Learning Representative  A&R Representative, Counseling Representative  Military/Veterans Representative | September  – December/  February – May  4th Wednesday  3 – 5 p.m.  **Location**  College Center  **Co-chairs**  Rene Gutierrez  Erin Johnson  **Committee Support**  TBD |

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## FACILITIES, SAFETY & SUSTAINABILITY

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| **Mandate** | Members (13) 2021-22 | **Meeting Schedule, etc.** |
| The Facilities, Safety, and Sustainability Committee is 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.  The committee will explore and promote avenues of sustainability that the College can use to become a more environmentally responsible campus. | **Administrators (4)**  CMT Rep.  ~~CMT Rep.~~  Director, Public Safety & Emergency Mgmt.  Director, Maintenance & Operations  VP, Administrative Services  **Faculty (2)**  Academic Senate Rep.  Academic Senate Rep.  **Classified Senate (5)**  Area Facilitator- NBC  Area Facilitator- WLJC  Area Facilitator- GGC  Classified Senate Rep.  M&O Dept. Rep.  **CFCE (1)**  CFCE Rep.  **Student (1)**  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Director, IT  Title IX Officer  District Environmental Health & Safety Representative  ADA 504 Officer | September – December/  February - May  2nd Thursdays  3 – 5 p.m.  **Location**  College Center  **Co-Chairs**  Randy Flint  241-6224  Christine Nguyen  241-6144  Mikel Toledo  241-6360  **Committee Support**  Martha Tran-Nguyen  241-6145 |

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

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| **Mandate** | Members (20) 2021-22 | **Meeting Schedule, etc.** |
| PIEAC provides oversight and leadership in support of institutional effectiveness and through ongoing intentional College-wide evaluation, dialog, planning, coordination, and use of systematic data in order to ensure student learning. PIEAC ensures the College fulfills its mission and meets or exceeds institutional accreditation standards and makes recommendations to the President through College Council. | **Administrators (6)**  Dean, Institutional Effectiveness & Planning  Dean, Instruction (Rotation)  Dean, Counseling  ~~Coastline Pathways Lead~~  Director, IT  ~~Dean, ELD~~  VP, Admin Services; Co-Chair, Budget  VP, Student Services  **Faculty (7)**  Academic Senate President; Co-chair, Budget  Academic Senate President-Elect  Accreditation Faculty Coordinator  Special Programs Coordinator  Faculty Center Coordinator  Faculty, AS Rep.  Faculty, AS Rep.  ~~Faculty CFE/AFT Rep~~  ~~Faculty, Curriculum~~  ~~Faculty, General Education~~  ~~Faculty, General Education~~  ~~Faculty, Basic Skills/ESL~~  **Classified Senate (2)**  Classified Senate President or Designee  Classified Senate Vice President or Designee  **CFCE (2)**  CFCE Rep.  CFCE Rep.  **Student (1)**  ASG President or Designee  Non-Voting Ex-Officio Member  President  Director, Business Services  VP, Instruction (ALO) | September – December/  February - May  1st & 3rd Wednesday  1:30 – 3:00 p.m.  **Location**  College Center  **Co-Chairs**  Deborah Henry  [dhenry@coastline.edu](mailto:dhenry@coastline.edu)  Aeron Zentner  241-6195  **Committee Support**  Nancy Ramirez  241-6196 |

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## TECHNOLOGY COMMITTEE

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| **Mandate** | Members (12) 2021-22 | **Meeting Schedule, etc.** |
| This committee is responsible for the development and continuous re-evaluation of Coastline’s Technology Master Plan. The committee is also responsible for:   * developing short and long range goals and priorities in order to facilitate the acquisition and deployment of technology * reviewing, evaluating, and recommending new and emerging technologies that will enhance student learning and improve communication and computing technologies at Coastline and presenting these recommendations to constituency groups * reviewing and recommending District IT priorities | **Administrators (5)**  CMT Rep.  ~~CMT Rep.~~  ~~CMT Rep.~~  Director, Marketing & PR  Director, IT  VP, Student Services  **Faculty (4)**  ~~Academic Senate Rep.~~  ~~Academic Senate Rep.~~  Academic Senate Rep.  Academic Senate Rep.  Faculty Center Coordinator  Librarian or Designee  **Classified Senate (2)**  ~~Classified Senate Rep.~~  Classified Senate Rep.  Webmaster  **CFCE (1)**  ~~CFCE Rep.~~  CFCE Rep.  **Student (1)**  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Guided Pathways Coordinator  ADA 508 Officer | September – November/  February - May  3rd Thursday  3 - 5 p.m.  **Location**  College Center  **Co-chairs**  Dave Thompson  241-6219  Cheryl Chapman  906-5126  **Committee Support**  Khanh Tran  438-4711 |

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**Participatory Governance Committees**

## ADMINISTRATIVE SERVICES WING PLANNING COUNCIL

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| **Mandate** | Members (12) 2021-22 | **Meeting Schedule, etc.** |
| The committee mandate is to utilize operational and service area outcome (SAOs) data to coordinate the development of the Administrative Services Department Review. Through collaboration within the governance structure, the committee will prioritize initiatives that stem through the findings from the department review process. Additionally, the committee will monitor the 2017-2020 Administrative Services Wing Plan, which includes the oversight and development of the Facilities Master Plan, Financial Plan, Technology Plan, Staffing Plan and other college-level initiatives. | **Administrators (6)**  VP, Administrative Services  Director, Business Services  Director, Public Safety & Emergency Mgmt.  Director, Human Resources  Director, Maintenance & Operations  Director, IT  **Faculty (2)**  Academic Senate President or Designee  Academic Senate Rep.  **Classified Senate (1)**  Classified Senate Rep.  **CFCE (1)**  CFCE Rep.  **Student (1)**  ASG Rep.  **Resource - as needed**  Dean, Institutional Effectiveness & Planning  Dean, ELD | September – December/  February – May  2nd Monday  10:30 a.m. – 12 p.m.  **Location**  College Center  **Co-Chairs**  Christine Nguyen       241-6144  Deborah Henry  [dhenry@coastline.edu](mailto:dhenry@coastline.edu)  **Committee Support**  Martha Tran-Nguyen       241-6145 |

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## INSTRUCTIONAL SERVICES WING PLANNING COUNCIL

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| **Mandate** | Members (20) 2021-22 | **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 (7)** VP, Instruction  Dean, Innovative Learning  Dean, Counseling  Dean, Instruction, CTE/GGC  Dean, Instruction, WLJC  Dean, Instruction, NBC  Dean, ELD  **Faculty (10)** President, Academic Senate  President-Elect, Academic Senate  Curriculum Committee Chair  ~~Program Review Committee Rep.~~  Student Success Coordinator  Librarian  Open Educational Resources Coordinator  Faculty Center Coordinator  SLO/Program Review Coordinator  Articulation Officer  ~~Academic Senate Rep.~~  ~~Academic Senate Rep.~~  ~~Academic Senate Rep.~~  ~~Academic Senate Rep.~~  DSPS Representative  **Classified Senate (1)** Classified Senate President or Designee  **CFCE (1)**  CFCE Rep.  **Students (1)** ASG Rep.  **Staff Resource – As Needed**  Curriculum (Ann French)  Dean, Institutional Effectiveness & Planning  Director, Marketing & PR | **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** Deborah Henry  [dhenry@coastline.edu](mailto:dhenry@coastline.edu)  Vince Rodriguez  241-6195  **Committee Support** Nancy Ramirez  241-6196 |

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## STUDENT SERVICES WING PLANNING COUNCIL

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| **Mandate** | Members (15) 2021-22 | **Meeting Schedule, etc.** |
| The Student Services Wing Planning Council utilizes student achievement data, service area outcomes, and Student Services Departmental Reviews to inform and support implementation of annual plans for the Wing.  The Council prioritizes 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, revise, and review a comprehensive Student Services plan with clear goals and outcomes, budget projection, and a year-end review and evaluation * Monitor and track Student Services contributions to institutional Key Performance Indicators (KPIs) and Vision for Success Metrics * Ensure compliance with legislation, regulations, and directives * Clearly and consistently communicate funding priorities and resource allocations to the entire Student Services Wing * Ensure that programs and services align with Coastline Pathways | **Administrators (5)** Dean, Instruction  Dean, Counseling  Director, Financial Aid  Dean, Students  Dean, ELD  **Faculty (4)** Academic Senate President  Academic Senate Rep. Counseling Department Faculty  DSPS Faculty  **Classified Senate (2)** Classified Senate Rep.  Classified Senate Rep.  **CFCE (2)**  CFCE Rep.  CFCE Rep.  **Student (2)**  ASG Rep.  ASG Rep.  **Non-Voting Member**  Vice President, Student Services  **Resource – As needed**  Dean of Institutional Effectiveness & Planning  Director, Student Equity and Title IX  Director, Enrollment Services  Director, EOPS/CARE  Director, Student Leadership and Global Engagement | September– December/ February– May  2nd Wednesday  10 a.m. – 12 p.m.  **Location** College Center  **Co-Chairs** Kate Mueller  241-6160 Michelle Wang  241-6226  **Committee Support** Patty Franco  241-6208 |

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## PRESIDENT’S WING

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| **Mandate** | Members (8) 2021-22 | **Meeting Schedule, etc.** |
| The Council aids in the departmental review of the Foundation, Institutional Effectiveness, Marketing and Public Relations, and the Office of the President using service area outcomes (SAOs), internal data, external data, key performance indicators (KPIs), and Vision for Success Goals.  The Council prioritizes and recommends initiatives stemming from the departmental review process.  Additionally, the Council monitors the President Wing Plan and coordinates resource development across the departments within the wing. | **Administrators (4)** Dean, Institutional Effectiveness & Planning  Director, College Foundation  Director, Marketing & PR  ~~Dean, ELD~~  **Faculty (2)** Academic Senate President or Designee  Academic Senate President Elect  **Classified Senate (1)** Classified Senate President or Designee  **CFCE (1)**  CFCE Rep.  **Students (1)** ASG Rep.  **Staff Resource – As Needed**  President’s Office Executive Assistant | September – December/ February – May  3rd  Monday  3 – 4 p.m.  **Location** College Center  **Chair**  Aeron Zentner  241-6413  **Committee Support** Laila Mertz  241-6153 |