Date: June 9, 2014

To: Nabil Abu-Ghazaleh, President

From: Fran Leonard, College Council Chair

Re: College Council Recommendations

From the Council meeting of June 5, 2014, the Council recommends by consensus:

I. Changing the Enrollment Management Committee’s name, charge and membership to: the Student Equity, Access and Completion Committee (SEAC).

Its charge is to optimize transfer rates and successful program completion by:

- preparing SS&SP and Student Equity Plans for consideration by College Council.
- overseeing the integration of recruitment, enrollment management and services to support students in successful transfer and program completion.
- evaluating the achievement of various student populations and recommending actions to increase student equity.

Membership: Membership of the committee should mirror the membership of other subcommittees of the College Council.

1. Committee Co-Chairs: Chosen by the committee
2. Work Group Representatives: (Up to two members from each work group)
3. Academic Senate: (2)
4. AFT Faculty: (2)
5. AFT Classified: (1)
6. ASO: (1)
7. Teamsters: (1)
8. SEIU 721: (1)
9. Local 99: (1)
10. Vice Presidents: (3)
11. President: Non-voting

II. approving modifications to the program review process for 2014-15, including changes to the Modules and Questions, and to the “Divisions, Departments and Programs” that will complete program review.

Approved subject to aligning selection of admin.
co-chair with College Council standards.

Nabil Abu-Ghazaleh 6/24/14

Approved.

Nabil Abu-Ghazaleh 6/24/14
Standing Committee Co-Chairs
Approved by consensus of the College Council – September 5, 2013

Rationale
On September 20, 2010 (http://www.wlac.edu/collegecouncil/CCRrecommendations-9-24-10.doc.pdf), the College Council recommended to the college president the practice of establishing co-chairs for all of its standing committees. The reason for this recommendation is to broaden and diversify the leadership of committees. Based on a survey of faculty who have served as co-chairs of standing committees, pairing an administrator with a faculty member has often resulted in:

- Collaboration on the agenda, minutes and issues to be discussed
- Smooth chairing of meetings
- Resources provided to the committee by the administrator, leading to greater effectiveness.

Five of seven standing committees function with co-chairs:
- Accreditation
- Facilities
- Planning and Institutional Effectiveness
- Resource Development
- Technology

Two standing committees currently lack a co-chair:
- Budget
- Enrollment Management

Two other committees that function with co-chairs are the Student Success and SLO committees. The Foundation Skills Think Tank, summer 2006, also had co-chairs.

Assessment
As reported by the co-chairs, in most cases, the co-chairs worked compatibly.
In the annual self-evaluation of committees, include an assessment of the co-chairs.

Eligibility — Faculty and staff are eligible to be co-chairs with an administrator.
Anyone who has served or is serving on the committee may be eligible.

Terms of office is 2 years.

Selection process — The selection is by vote of the committee members with the candidate receiving the most votes becoming co-chair.
Administrator co-chairs are selected by the college president.

Voting — The co-chair who is chairing the committee votes only when there is a tie. Co-chairs will alternate meetings that they chair.

Responsibilities —