

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

Approved subject to aligning selection of admin. co-chair with College Council standards.
Nabil Abu-Ghazaleh 6/24/14

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.
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/CCRecommendations-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 –