

Participatory Governance Committees

2020-2021

Committee Name	Committee Description	Meeting Day	Meeting Time	Committee Chair
Academic Petition Council (1 student seat, non-voting member)	The role of the Academic Petition Council is to act on petitions for exceptions to academic regulations and catalog policies.	Wednesdays	1:00pm - 2:00pm	Rozanne Capoccia-White, Dean of Enrollment Services, & Candy Pettus, Faculty
Academic Senate (1 student seat, non-voting member)	The Academic Senate represents the faculty to the Governing Board on academic and professional matters.	Tuesdays	11:30am - 12:30pm	Loren Sachs, Academic Senate President
Accreditation Coordinating Committee (1 student seat)	Serves to communicate accreditation standards and processes to the campus community as well as ensuring campuswide participation; creates and disseminates an annual planning calendar for the completion of program review, assessment and other related accreditation goals; oversees the production of reports to the ACCJC and ensures authenticity of these documents; monitors and reports progress on the implementation of accreditation recommendations and standards	1st and 3rd Monday of the month	1:00pm - 2:00pm	Dr. Pamela Walker, Interim Vice President of Instructional Services
Administrative Services Planning Committee (1 student seat)	Reporting to the College Council, the Administrative Services Planning Council (ASPC) coordinates the human resources that provide financial and fiscal responsibility, campus facilities and facility maintenance, safety and security, technology, and the campus infrastructure for students, staff, and community users of Orange Coast College. The Administrative Services Planning Committee receives and proposes recommendations that improve the student experience, customer service, morale and function on Orange Coast College's campus.	4th Monday of the month	1:00pm - 2:00pm	Dr. Richard Pagel, Vice President of Administration
Bookstore Advisory Team (3 student seats)	Reporting to the Dean of Student Services, the Committee works as a liaison between students, faculty, staff, Business Services, and the bookstore vendor to assist in providing quality services from the vendor, and to make recommendations to the vendor for improvement/changes in services to students, faculty, and the college.	To be determined	To be determined	Todd Murphy, Bookstore Manager

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<p>Classified Senate (1 student seat)</p>	<p>Similar to the Academic Senate and the Student Senate; focus on enhancing the staff professional development and needs</p>	<p>2nd & 4th Wednesdays</p>	<p>11:00am - 12 noon</p>	<p>Jasmine Nguyen, President of Classified Senate</p>
<p>College Budget (3 student seats)</p>	<p>Reporting to the College Council, the College Budget Committee recommends the process for development of the guidelines for the preparation of the unrestricted and designated budgets. College Budget Committee is participatory and charged with overseeing all college budget issues. Its members serve on the District Budget Advisory Committee meeting and College Council. It ensures that resource allocations are based on college-wide strategic planning efforts</p>	<p>2nd Wednesday of the month</p>	<p>2:00pm - 3:30pm</p>	<p>Dr. Richard Pagel, Vice President of Administration & Loren Sachs, Faculty</p>
<p>College Council Committee (2 student seats)</p>	<p>College Council represents faculty, staff, and students for strategic planning and issue management, using transparent communication, collegiality and shared ideas that work together for the best interests of the people, the learning, and the future of Orange Coast College. College Council is the lead participatory governance body with final recommendation authority to the President.</p>	<p>1st and 3rd Tuesdays of the month during the fall and spring semesters</p>	<p>3:00pm - 4:30pm</p>	<p>Dr. Angélica Suarez, President & Sheri Sterner, Dean of Research, Planning, and Institutional Research</p>
<p>Commencement Planning Committee (2 student seats)</p>	<p>The mission of the Commencement Planning Committee is to coordinate, plan and conduct the annual OCC Commencement Ceremony to honor, recognize, and celebrate student completion of OCC Associate Degrees and Certificates of Achievement.</p>	<p>To be determined</p>	<p>To be determined</p>	<p>Rozanne Capoccia-White, Dean of Enrollment Services</p>
<p>Curriculum Committee (1 student seat)</p>	<p>Reporting to the Academic Senate and to the Governing Board via the Vice President for Instruction and the President, the Curriculum Committee is the preeminent body for the development and recommendation of curricular policy to include philosophy, goals, strategic and long-range planning. The Curriculum Committee coordinates, evaluates and reviews the college curricula to encourage innovation and excellence in instruction.</p>	<p>Wednesdays</p>	<p>3:00pm - 5:00pm</p>	<p>Dr. Anna Hanlon, Faculty</p>

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Facilities Planning Committee (3 student seats)	Reporting to the College Council, the Facilities Planning Committee generates the 20-Year Facilities Master Plan and keeps the plan current. It develops policy and plans to increase the quality and effective use of College facilities.	3rd or 4th Thursday of the month (no meeting in December, January, and May)	2:30pm - 4:30pm	Dr. Richard Pagel, Vice President of Administration
Friends of Library Committee (1 student seat)	To raise funds for current library projects	1st Tuesday of the month	11:00am - 12 noon	Nancy Timmons, President of Committee
General Scholarship (2 student seats)	Students will be reading scholarship applications during a three -week period of time in March/April. Reviewers will receive authorization to view and score applications. The Foundation Office and the Scholarship Committee establish policies, reviews application files and awards scholarships.	To be determined	To be determined	TJ Nguyen, Scholarship Coordinator
Institutional Advancement and Effectiveness Planning Council (1 student seat)	Reporting to the College Council, the IAEPCC develops, implements, evaluates continuously and revises, if necessary, IAE (President's Office, Marketing and Public Relations, Institutional Advancement, Institutional Effectiveness and Human Resources) plans and initiatives, both long- and short-term.	2nd Thursday of the month	3:00pm - 4:00pm	Dr. Angélica Suarez, President
Institutional Effectiveness Committee (2 student seats)	Responsible for the oversight and evaluation of program review, SLO/AUO, committee self-evaluation and other continuous improvement processes. The committee reports directly to College Council.	2nd and 4th Mondays of the month	1:30pm - 3:30pm	Sheri Sterner, Dean of Research, Planning, and Institutional Research
International and Multicultural Committee (1 student seat)	The International and Multicultural Committee sponsors international and multicultural activities on campus, provide outreach to local international community, share information to the campus and interact with campus multicultural cohorts.	2nd Tuesday of the month	1:00pm - 2:30pm	Dr. Michael Mandelkern, Dean of Literature and Language & Dr. Rendell Drew, faculty
Instructional Food Service Campus Advisory Committee (1 student seat)	To advise and give suggestion(s) to Orange Coast Colleges Campus Instructional Food Service	To be determined	To be determined	Thomas Selzer, General Manager Instructional Food Services
Instructional Planning Council (1 student seat)	Reporting to the College Council, the Instructional Planning Council develops, implements, evaluates continuously and revises, if necessary, Instruction's plans and initiatives, both long- and short-term.	Wednesdays	1:00pm - 3:00pm	Dr. Pamela Walker, Interim Vice President of Instructional Services

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<p>Professional Development Advisory Committee (1 student seat)</p>	<p>Reporting to the College Council, the Professional Development Advisory Committee makes recommendations concerning the identification and assessment of professional development and training needs, recommends funding, and reviews staff development and training outcomes.</p>	<p>2nd Wednesdays of the month</p>	<p>10:00am - 11:00am</p>	<p>Rebecca Morgan, Director of Human Resources</p>
<p>Safety Committee (1 student seat)</p>	<p>Reporting to the Administrative Services Planning Council, the Safety and Security Committee reviews, examines, and makes recommendations concerning the operation of the College with respect to safety and security. Areas considered by the Committee are: safety manual, periodic safety inspections, general security of facilities, inspection of hazardous materials and equipment, designation of dangerous areas, general laboratory safety, and all matters concerning risk management.</p>	<p>To be determined</p>	<p>To be determined</p>	<p>Jim Rudy, Director of Campus Safety</p>
<p>Senior Day Task Force (2 student seats, 1 student from College Life Committee, & 1 student from Inter-Club Council)</p>	<p>To plan Orange Coast College's annual Senior Day event in the spring semester; More than 5,000 high school seniors are invited to campus to learn about educational opportunities.</p>	<p>To be determined</p>	<p>To be determined</p>	<p>Ed Cervantes, Outreach Program Specialist</p>
<p>Student Services Planning Council (2 student seats)</p>	<p>Reporting to the College Council, the Student Services Planning Council makes recommendations concerning the development, implementation, evaluation, and revision of Student Services' plans and initiatives, both short- and long-term.</p>	<p>3rd Monday of the month</p>	<p>10:00am - 12 noon</p>	<p>Dr. Madjid Niroumand, Vice President of Student Services</p>

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<p>Student Success & Enrollment Management Committee (1 student seat)</p>	<p>Reporting to the College Council, the Student Success & Enrollment Management Committee is responsible for enrollment management coordination, which includes but is not limited to data review, outreach and recruitment, and retention in order to identify and meet enrollment goals, improve quality and service levels, increase diversity, ensure access and affordability, increase retention and graduation rates, and improve Student Learning Outcomes.</p>	<p>2nd Tuesday of the month</p>	<p>3:00pm - 5:00pm</p>	<p>Dr. Madjid Niroumand, Vice President of Student Services & Dr. Pamela Walker, Interim Vice President of Instructional Services</p>
<p>Sustainability Committee (1 student seat)</p>	<p>To identify, develop, and recommend practical solutions for becoming a more sustainable campus community</p>	<p>3rd Thursday of the month</p>	<p>3:00pm - 4:30pm</p>	<p>Sustainability Coordinator</p>
<p>Technology Committee (2 student seats)</p>	<p>The Technology Committee facilitates access to, instruction in, and support for technology, as well as assists with the necessary planning to evaluate and prioritize new and ongoing campus technology goals. The committee reports to the College Council to advocate for campus technology needs and concerns.</p>	<p>1st Thursday of the month (no meeting January)</p>	<p>9:00am - 10:30am</p>	<p>Director of Academic & User Support; Bill Saichek, Faculty</p>