

## FOOTHILL COLLEGE - COMMITTEE ROLES

### **Planning and Resource Council (PaRC)**

Oversees and drive institutional planning agenda for each academic year. Integrates and synthesizes planning calendars, planning and assessment of all college-wide plans, including the Educational Master Plan (EMP) to action, program reviews (instructional, student services, and administrative) as they relate to the Core Mission Workgroups and to increasing student learning, ACCJC recommendations, accreditation planning agendas, facilities plans, technology plans, student equity plans, and DSPS plans.

### **Basic Skills Workgroup**

Coordinates the design and implementation of programs that support the development of foundation skills in reading, writing, mathematics, English as a Second Language, and learning/study to achieve success in college-level courses.

### **Transfer Workgroup**

No role specified in governance handbook.

### **Workforce Workgroup**

No role specified in governance handbook.

### **Student Equity Workgroup**

Supports the College's goal of reducing barriers and facilitating students' ease of access across the District and region. The College is committed to implementing activities to improve the achievement of student outcomes among those population groups experiencing disproportionate impact. The College is also committed to creating a culture of equity that promotes student success, particularly for underserved and underrepresented students.

### **Operations Planning Committee (OPC)**

Established to make recommendations on ongoing budgets and budget redistributions. Recommendations are forwarded to PaRC for further review and prioritization in conjunction with prioritization from the other Core Mission Workgroups, ultimately for recommendation to the College President.

### **Academic Senate**

To give the Foothill College faculty a formal and effective procedure for participating in the formation of college and district policies on academic and professional matters. Moreover, the Academic Senate facilitates communication with the administration, the Foothill - De Anza Board of Trustees, the academic divisions, and the De Anza Faculty Senate.

### **Classified Senate**

To participate in the formulation and development of district and college policies and procedures, and in those processes for jointly developing recommendations for action by the governing board, that the governing board reasonably determines, in consultation with staff, have or will have a significant effect on staff.

### **Associated Students of Foothill College (ASFC)**

To represent the student body in formulation and development of district and college policies and procedures that have or will have a significant effect on students.

### **Academic Council**

Responsible for academic regulation evaluation, enforcement, interpretation and exceptions.

### **Admin Council**

Provides an open forum for managers and supervisors to discuss operational issues.

### **Instructional Deans**

To provide communication among Instructional Deans, especially as it pertains to instructional programs.

### **President's Cabinet**

Responsible for discussing overall college operational issues and making recommendations to the College President based on input from their areas.

**Scheduling Committee**

Coordinate the scheduling and communication of class schedules.

**Scholarship Committee**

Recruitment for and distribution of scholarship money.

**Student Success and Support Program (SSSP) Advisory Council**

To provide leadership in the college's implementation of the Student Success and Support Program (3SP) plan to improve student access and success through orientation, assessment, counseling, educational planning, and academic interventions. To foster a college-wide culture committed to collaboratively increasing student success.

**Curriculum Committee**

To establish and approve educational curriculum policy campus wide.

**Non-Credit Curriculum Committee**

To establish and approve educational non-credit curriculum policy campus wide.

**Accreditation Steering and Planning Committee**

Works with the Planning & Resource Council (PaRC) on accreditation planning.

**Buildings and Grounds Committee**

Works with the Sustainability Management Planning Committee and other campus groups to ensure the integrity of campus design, placement of signage, and other matters pertaining to campus beautification.

**Committee on Online Learning (COOL)**

To establish policy and guidelines for online teaching and learning.

**Faculty & Staff Professional Development Committee**

Provide recommendations to the Planning and Resource Council (PaRC) about professional development activities for employees. Oversee and integrate professional development efforts at Foothill College for both faculty and staff.

**Program Review Committee (PRC)**

Evaluates all regularly scheduled comprehensive program reviews. In addition, the PRC will assess all programs that have been identified for an out-of-cycle review during their annual review.

**Staff Development Committee**

Works with the Association of Classified Employees (ACE) established guidelines to allocate contracted travel and conference funds and to collaborate with the Classified Senate to develop and conduct programs for professional and personal classified staff development.

**Sustainability Management Planning Committee**

Advises the Planning & Resource Council (PaRC) on sustainability and green issues around the campus. Coordinates sustainability efforts with the District and De Anza College.

**Technology Committee**

Advises PaRC on technology planning. Works with constituents across campus to develop a comprehensive Technology Master Plan.

**Campus Center Board**

Ensure the Campus Center runs well and the different constituents are informed.

**Commencement Committee**

Plans and volunteers to assist with details surrounding June's Graduation and Commencement Ceremony.

**Educational Master Plan (EMP) Taskforce**

Supports the development of the Educational Master Plan (EMP).

**Integrated Planning and Budget (IP&B) Taskforce**

Assist PaRC in conducting a self-assessment of the planning and budget process.

**Assessment Taskforce**

To review and revise the college's assessment and placement policies/procedures.

**Technology Taskforce**

Serves to deploy technology to create a dynamic learning environment, meet students' expectations for access to informational resources, the Internet and support for computing devices, provide high-quality learning environments supported by technology, reach the cutting edge of higher educational computing and technology deployment to support students, offer the highest quality online learning tools/systems for students and faculty, and ensure all students have access to technology to provide student equity in the learning environment.

**Student Learning Outcomes (SLO) Committee**

Makes recommendations to the Academic Senate and Office of Instruction in regard to Student Learning Outcomes (SLO) practices, timelines, technologies, and accreditation, plans and facilitates training for faculty on SLOs, and makes recommendations to the Academic Senate and Office of Instruction about SLO coordination structures and the use of SLOs in Program Review.

**Student Success Collaborative**

A collaborative workgroup of the Student Success and Support Program (SSSP), Basic Skills, and Student Equity that meets to work on shared interests