

College of Alameda

Compendium of Committees



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.



Structures for Participation

Participatory Governance Committee (Councils)

Committee or Council made up of constituent representatives designated or selected to act in an advisory capacity that meets on a regular basis regarding an institutional topic or area of responsibility. The charge of College of Alameda participatory governance committees or councils is to communicate ideas, concerns, and recommendations through dialogue and discussion between policy groups.

Participatory Governance Committees report directly to the highest participatory governance body: College Council. Constituent voices are heard on topics for decision making and planning. Participatory Governance Committees serve as governance models that communicate with each other regarding integrated decision making and planning.

Standing Committees (Operational)

Standing Committees are not required to have cross constituent representation, although appropriate representation for the committee charge is highly suggested. A standing committee or council considers matters pertaining to procedural issues and/or systems issues defined by the role of the members.

Standing committees complete ongoing work for operational units. Standing committees have a clear charge and a constituency report or responsibility but do not mandate formal representation or institutional reporting unless requested.

Ad Hoc Committees

Ad Hoc Committees are a working group or sub-group created by a standing committee or council to address and make recommendations on a particular subject. Members may be from a council or committee or may be selected outside of that process.

Task Force

A task force is a constituency represented group specifically convened by and reporting to any participatory governance committee or constituency to address a special college-wide subject or issue and meets until the subject/issue is resolved or completed



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

Constituent Responsibilities

Faculty Participatory Governance

The Academic Senate is responsible for formal recommendations regarding academic and professional matters (See: California Administrative Code Title 5 Section 53201). The Academic Senate consists of both fulltime and associate faculty representation. Academic Senate meetings are open and all faculty are encouraged to communicate regularly with their representatives and to participate in Senate sponsored events, activities, and meetings. The Senate is also responsible for appointing faculty to college and district participatory governance committees, peer review teams, and various college and district ad hoc committees.

The Senate President meets regularly with the College President and other campus leadership through the President's Cabinet and also meets with the Vice President of Instruction to ensure college-wide faculty concerns are communicated and discussed.

Classified Participatory Governance

The College of Alameda Classified Senate represents the concerns and interests of the Classified Staff in participatory governance, collects, evaluates, and disseminates information for the classified staff, and promotes staff professionalism and development. The Senate is responsible for representing all classified in the participatory governance processes of the college and district (See: Education Code Section 70901.2, California Administrative Code Title 5 Section 51023.5).

The Senate is responsible for appointing classified representatives to college and district participatory governance committees. In addition, the Senate President meets regularly with the College President and other campus leadership at the President's Cabinet to ensure college-wide classified concerns are communicated and discussed.

Student Participatory Governance

ASCOA annually elects the Student Senators. These student leaders represent student issues and voice opinions, participate in decision-making process, and discuss school activities and projects. The Associated Student Government is responsible for appointing students to college and district participatory governance committees. The ASCOA also meets regularly with the College President at the President's Cabinet to discuss student issues or concerns. Students have a responsibility to gather information from these meetings and to disseminate this information and collect feedback from their student peers.



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

Administrator Participatory Governance

The administration at College of Alameda meets as a staff as part of the President's Management Team. Not a governance committee, this group appoints administrative representation to college and participatory governance committees as part of the job duties included in each administrative position.

Representative Constituency Roles and Expectations

It is expected that representation of participatory bodies on any committee serves as the voice and vote for that constituency. Each representative is responsible for notifying its constituency of committee information and decisions. The highest level participatory governance committee at College of Alameda is College Council. In order to ensure timely participatory governance process and systems, it is incumbent upon each College Council representative to be prepared to discuss and vote. Representational communication can be completed through face to face meetings, technology or other means but cannot impede the progress of college business by delaying participation beyond deadlines.

Participatory Governance Committees

| College Council | |
|-----------------------------|---|
| Committee Charge | The College Council is advisory to the College President. It is charged with the responsibility to deliberate issues and concerns which affect the entire college community, particularly those involving budget, curriculum, facilities, and safety; to develop and oversee the institutional plan of the college; and to engage in other planning efforts as required, such as strategic planning, and mission and goals statement. |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Wednesday, 2:30 p.m., L237 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Membership | <p>College President Dr. Fran White Academic Senate President Rochelle Olive Classified Council President Lashawn Brumfield</p> <p>Administrator, VP of Instruction Tim Karas Administrator, VP of Student Services Dr. Tina Vasconcellos Administrator, Business Director MaryBeth Benvenuti Dean, Instructional (1) Myron Jordan Dean, Student Services (1) Dr. Amy Lee</p> <p>Faculty, At-large (1) Jane McKenna Faculty, Student Services Betty Jelks Department Chair of Chairs Stefanie Ulrey Curriculum Committee Chairperson Drew Burgess Professional Development Committee Chair Sherrone Smith</p> <p>Technology Committee rep. Michael Duensing Health and Safety Committee rep. Selwyn Montgomery</p> <p>Classified, At-large (3) Brenda Lewis Anna O'Neal (vacant)</p> <p>ASCOA President Ernesto Eugenio ASCOA Representatives Maria Jose Morales Reyes</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| Enrollment Management | |
|------------------------------|--|
| Committee Charge | The Enrollment Management Committee is charged to develop a holistic, comprehensive, and integrated approach to enrollment management while recommending scheduling, instructional and student support strategies to enhance access, success, persistence and goal attainment. |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 1 st Thursday 3:00 - 4:00 pm, A 149 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Membership | <p>Administrators (3) Tim Karas, Vice President of Instruction Dr. Amy Lee, Dean of Enrollment Services Myron Jordan, Dean of Academic Pathways and Student Success</p> <p>Faculty (2) Olga Fish, Tracy Coleman</p> <p>Classified Staff (2) Ava Lee (vacant)</p> <p>Student (1)</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|--|--|
| Accreditation Oversight Committee | |
| Committee Charge | The College Accreditation Oversight Committee is responsible for defining characteristics of quality and excellence and presenting evidence that such quality and excellence is being achieved. This is achieved through the college self study report. The Committee is also responsible for monitoring and examining the progress of recommendations made by the accreditation evaluation team. Quarterly reports on progress will be given to College Council and reflected in the Institutional Plan. The Committee is composed of those who either served on the Steering Committee of the Accreditation Self Study or are serving in the designated positions. |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | Monthly |

The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.



| | |
|---------------------------------|--|
| Membership | <p>Administrators (2) VP of Instruction/Accreditation Liaison Officer Tim Karas, Chair Myron Jordan, Dean of Academic Pathways and St. Success</p> <p>Faculty Representatives (2) (vacant) (vacant)</p> <p>Academic Senate President Rochelle Olive</p> <p>Classified Council President Lashawn Brumfield Classified Representatives (2) Shuntel Owens Rogers (vacant)</p> <p>ASCOA Representatives (1) Sierra Carrabino</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |
| Sustainability Committee | INACTIVE |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Committee Charge | <p>The Committee will inspire and encourage COA students, faculty, and staff to embrace sustainable practices at COA. The Committee will model good practices and educate the College community to promote sustainability. The Committee will also consider thoughtful operational systems and procedures that foster movement of the College and community toward a sustainable society.</p> <p>The Committee has a balanced responsibility:</p> <ol style="list-style-type: none"> 1. To facilitate integration of sustainability issues, science, socio/political debate and related elements into the instructional curriculum 2. To foster institutional operations which are environmentally sensitive and model sustainable practices 3. To integrate sustainability practices in a ways which are cost effective and make institutional operations simpler rather than more complex. <p>This Committee Charter recognizes that actions and projects supported by the Sustainability Committee will be assessed in an effort to demonstrate outcomes (Institutional Outcomes) and also to evaluate such initiatives in light of institutional capacity.</p> |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Thursday from 3-4pm, room A 149 |
| Membership | 2 Administrators; 2 Faculty; 2 Staff |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| Facilities Committee | |
|---------------------------------|--|
| Committee Charge | <ol style="list-style-type: none"> 1. Advise on the development of facilities planning processes and timelines; 2. Recommend funding priorities for Building Funds; 3. Receive and review facilities proposals from department, program areas and/or the District Physical Plant Office; 4. Recommend representatives to serve on District facilities committees that impact College of Alameda facilities; 5. Routinely review and monitor campus compliance with ADA and 504 and make recommendations to ensure compliance; 6. Recommend procedures and policies affecting facilities and physical environment of the campus; 7. Review the State's Specialization Report and the Five year Master Plan for campus compliance and make recommendations to ensure compliance; 8. Establish Subcommittees to assist with the planning for building renovations and remodels; 9. Sponsor facilities orientation workshops for the College community. |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Thursday, 3:00 p.m., A149 |
| Membership | <p>Administrators (2) Business & Admin. Svcs. Dir. MaryBeth Benvenuti, Chair Dr. Lilia Celhay, Dean of Workforce Development</p> <p>Faculty Representatives (3) Rachel Goodwin Sabeen Sandhu Hoi Ko</p> <p>Faculty Representative, Library Steve Gerstle</p> <p>Classified Representatives (1) Shuntel Nathaniel</p> <p>Classified Representative, Custodial (1) Selwyn Montgomery</p> <p>ASCOA Representative (1) Christopher Van Diggelen</p> |
| Accreditation Standards | |
| District Strategic Goals | |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

College Priority

Health and Safety Committee

| | |
|-----------------------------|--|
| Committee Charge | <p>Responsible for recommending college policy in the areas of health, wellness and safety. Inspects college facilities and program areas to promote a healthy, safe, and secure environment. Reviews health and safety problems and recommends activities for corrective action. Assists in training staff and students regarding potential health and safety hazards and disaster recovery for the college, district, and the community.</p> <p>Responsible for recommendations relating to the planning and use of college facilities as it relates to health and safety matters. Assists in the development and planning of major capital improvement projects as it relates to health and safety matters. Considers Bond Measure priorities as the need arises as it relates to health and safety matters. Routinely review and monitor campus compliance with ADA and 504 and make recommendations to ensure compliance.</p> |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Thursday, 2:00 p.m., A149 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Membership | <p>Administrators (2) Director, Business & Admin. Svcs. MaryBeth Benvenuti, Chair Toni Cook, Dean of Special Programs and Grants</p> <p>Faculty Representatives (2) Hoi Ko Linda Thompson</p> <p>Faculty Representative, DSPS Rachael Goodwin Faculty Representative, Library Steve Gerstle</p> <p>Health Svcs. Coordinator (vacant)</p> <p>Police Services/Sheriff's Department</p> <p>Classified Representatives (3) Helena Lengel Esther Chen Shuntel Nathaniel</p> <p>Classified Representative, Custodial Selwyn Montgomery</p> <p>ASCOA Representative (vacant)</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|--|---|
| Planning, Research, and Institutional Effectiveness Committee | |
| Committee Charge | <p>The mission of the Planning, Research, and Institutional Effectiveness Committee is to ensure that the college maintains a set of ongoing and systematic institutional processes and practices that include planning, the evaluation of programs and services, the identification and measurement of outcomes across all institutional units (including learning outcomes in instructional programs), and the use of data and assessment results to inform decision-making. All of these activities are accomplished with the purpose of improving programs and services and increasing student success and institutional quality.</p> |
| Type of Committee | Participatory Group |

The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.



| | |
|---------------------------------|---|
| Committee Reports to | College Council |
| Meeting(s) | 1 st and 3 rd Thursday, 2:00 p.m., L237 |
| Membership | <p>Administrators (5) Vice President of Instruction Tim Karas, Chair Vice President of Student Services Dr. Tina Vasconcellos Director of Business and Admin. Svcs. MaryBeth Benvenuti Dean of Academic Pathways Myron Jordan Dean of Enrollment Services Dr. Amy Lee</p> <p>Curriculum Committee Chair Drew Burgess</p> <p>SLO Coordinator(s) Eileen Clifford/Mathew Goldstein/Jamar Mears</p> <p>Faculty Member rep. (3) Rochelle Olive Mary Shaughnessy Arthur Morgan</p> <p>Classified member (3) Brenda J. Lewis La Shawn Brumfield Shuntel Owens Rogers</p> <p>ASCOA rep. (1) Sharon Huang</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| Student Success Committee | |
|----------------------------------|--|
| Committee Charge | The Student Success Committee (SSC) supports academic and student support programs in accordance with the Educational Master Plan and college mission. The charge of the Student Success Committee is to increase student success and completion. This integrated approach fosters student-centered guidance, tutoring, assessment, orientation, equity, and associated support and instructional programs in accordance with the Educational Master Plan, Basic Skills Plan, Equity Plan, Student Success and Support Plan, and college mission through an integrated approach. |
| Type of Committee | Participatory Group |

The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.



| | |
|---------------------------------|--|
| Committee Reports to | College Council |
| Meeting(s) | Monthly |
| Membership | <p>Administrators (3)</p> <p>Vice President, Student Services Dr. Tina Vasconcellos, Chair Vice President, Instruction Tim Karas Dean of Enrollment Services Dr. Amy Lee</p> <p>Faculty (4)</p> <p>Diana Bajrami Julie Saechao Trish Nelson Tracey Coleman</p> <p>Faculty Alternate</p> <p>August Flowers Jasmine Thompson Sarah Peterson-Guada Allen Tam Elham Chishty Byung Kyu Park</p> <p>Financial Aid Supervisor Jackie Vo</p> <p>Classified Member (1) Anna O'Neal</p> <p>ASCOA Representative (vacant)</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

Professional Development Committee



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Committee Charge | Responsible for the development and preparation of the College Human Resources Development Plan. Does final review of applications for funds for staff development activities to ensure compliance with state guidelines and college goals. Plan, promote, and implement major staff development activities and events for college-wide participation. |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Monday, 2:00 p.m., D202 |
| Membership | <p>Faculty Representatives (3) Sherrone Smith, Chair Maurice Jones Anthony Scoggins</p> <p>Administrative Representatives (3) Dr. Tina Vasconcellos, Vice President Student Services Fong Tran, Director of Student Activities Dr. Lilia Celhay, Dean of Workforce Development</p> <p>Classified Representative (2) Marivic Lizardo Selwyn Montgomery Shawn Foster</p> <p>District Staff Development Officer (ex-officio) Mirian Zamora-Kantor Past Staff Development Chair (ex-officio) Rochelle Olive</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

Budget Committee



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|-----------------------------|--|
| Committee Charge | <p>1) review budgetary policies, processes, and timelines developed by administration at COA and the District, provide feedback and help communicate them to COA faculty and staff</p> <p>2) receive and review budget proposals from departments and/or program areas; review administrative recommendations for funding such proposals</p> <p>3) review priorities developed by administration with regard to the overall College Budget with respect to Unrestricted General Funds (Fund 1 thru 10), Instructional Equipment (Fund 14), VTEA (Fund 16), Instructional Supplies (Fund 17), Discretionary Funds, Facilities Revenues and other cash receipts, and communicate such priorities to faculty and staff</p> <p>4) recommend funding priorities for overall college budget;</p> <p>5) review and make recommendations regarding funding availability for vacant faculty and classified positions; review (as information item) administrative recommendations for Classified and Faculty Vacancy Prioritization; communicate priority lists to faculty and staff</p> <p>6) review (as information item) Categorical Funding budgets (i.e., DSPS, EOPS/CARE, CALWorks, Matriculation) and communicate those budgets to faculty and staff as necessary;</p> <p>7) sponsor budget orientation and purchasing procedure workshops for the College community; and</p> <p>8) engage in self-directed study, to meet its regulatory obligations under Title 5 of the California Code of Regulations, and to maintain authority delegated by the State Chancellor's Office.</p> |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 2 nd Monday, 12:00 p.m., A149 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Membership | <p>Dir., Bus. & Admin. Svcs. MaryBeth Benvenuti, Co-Chair VP of Instruction Tim Karas VP of Student Services Dr. Tina Vasconcellos Dean (Division I or II) Dr. Lilia Celhay</p> <p>Faculty Representative (3) Richard Greenspan, Co-Chair Jane McKenna Diana Bajrami</p> <p>Alternate Faculty Representatives: Cady Bow Jeff Sanceri</p> <p>Faculty Representative, Student Services Tracy King Faculty Representative, DSPS Rachel Goodwin</p> <p>Academic Senate President Rochelle Olive</p> <p>Classified Professional Senate President Lashawn Brumfield</p> <p>Classified Representatives (3) Anna O’Neal, Co-Chair Kawanna Rollins (vacant)</p> <p>ASCOA Representative David Tapia Alejandre</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

Technology Committee



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|-----------------------------|--|
| Committee Charge | <p>The Technology Committee is responsible for providing an open forum for discussion of issues relating to the use of computers on campus; for coordinating the acquisition, maintenance, and placement of computer hardware and software across the campus; for conducting inventories or existing equipment and software; for promoting and fostering staff and faculty computer training; for encouraging students to use and faculty to develop computer-assisted methods of instruction.</p> <p>The Technology Committee will begin developing a comprehensive five-year plan for College of Alameda. The Technology Plan will include recommendations for use of local area networks and wide area networks in communications, instruction, student services, administration and the Internet. Additionally, the Plan will address interconnectivity, upgrading and expanding, support and training, as well as access for students and staff. Finally, the Plan will have an implementation budget timeline.</p> |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 2 nd Thursday, 1:30 p.m., A149 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Membership | <p>Administrators (2)</p> <p>Dr. Tina Vasconcellos, Vice President of Student Services Toni Cook, Dean of Special Programs and Grants</p> <p>Faculty Representative, Library Ann Buchalter</p> <p>Faculty Representative, Div. I (2) Anthony Villegas Hoi Ko</p> <p>Faculty Representative, Div. II (2) Infran Ortak Jennifer Fowler</p> <p>Faculty Representative, DSPS (1) Phyllis Tappe</p> <p>Faculty Representative, Stu. Serv. (1) Betty Jelks</p> <p>Classified Representatives, IT (3) Bala Sampathraj Michael Duensing Daniel Park</p> <p>Classified Representative, DSPS Michelle Custino</p> <p>Classified Representatives (3) Shane Williams (vacant) (vacant)</p> <p>ASCOA Representative Maria Jose Morales Reyes</p> |
| Accreditation Standards | Standard IIIC |
| District Strategic Goals | D |
| College Priority | |

President's Cabinet



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Committee Charge | <p>The President's Cabinet is comprised of the President of Academic Senate, the President of Classified Council, the President of Associated Students, and the chair of College Council.</p> <p>The Cabinet, upon approval of recommendations submitted by the College Council to the President, implements all policy decisions. The President's Cabinet and the College Council are the two major college committees that adhere to AB1725's directive regarding faculty, staff and students being involved in the shared governance process.</p> |
| Type of Committee | Participatory Group |
| Committee Reports to | College Council |
| Meeting(s) | 4 th Monday, 4:00 p.m., A144 |
| Membership | College President Dr. Fran White Academic Senate President Rochelle Olive Classified Council President Lashawn Brumfield ASCOA President Ernesto Eugenio |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

Operational Committees

| | |
|------------------------------------|--|
| Department Chairs Committee | |
| Committee Charge | The Department Chairs Committee recommends |
| Type of Committee | Operational Group |
| Committee Reports to | Vice-President of Instruction |
| Meeting(s) | 2 nd Monday, 1:30 p.m., A136 |
| Membership | |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |
| Council of Deans | |
| Committee Charge | |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Type of Committee | Operational Group |
| Committee Reports to | Vice-President of Instruction |
| Meeting(s) | 4 th Wednesday, 12:00 p.m., A136 |
| Membership | |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|---|---|
| Financial Aid Advisory Committee | |
| Committee Charge | Advises the College on policies and procedures related to student Financial Aid |
| Type of Committee | Operational Group |
| Committee Reports to | |
| Meeting(s) | 2 nd Monday, A136 |
| Membership | |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|------------------------------------|--|
| Student Grievance Committee | |
| Committee Charge | <p>The Student Grievance Committee Includes Allied Health Student Grievance Committee, Student Academic Grievance Committee, and College Grievance Committee.</p> <p>The committee is responsible for conducting hearings on student grievances in regard to complaints involving the interpretation, application or alleged violation of district policies and procedures--student grievances alleging mistake, fraud, bad faith or incompetence in the academic evaluations of student performance. Also responsible for student grievances concerning administrative decisions related to disciplinary matters and decisions related to the Dental Assisting program. This committee is mandated by law to afford students the opportunity of due process (see Ed. Code Section 76224).</p> |
| Type of Committee | Operational Group |
| Committee Reports to | |
| Meeting(s) | As Needed |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|---|
| Membership | <p><u>Student Academic Grievance (one-year term)</u></p> <p>VP of Instruction Tim Karas, Chair Administrative Representative Myron Jordan <i>Alt. Administrator MaryBeth Benvenuti</i> Faculty Representatives (2) Carolyn Johnson Ed Loretto <i>Alt. Faculty Representative* (vacant)</i> ASCOA Representative (vacant) <i>Alt. ASCOA Representative (vacant)</i></p> <p><u>Student Grievance/Due Process (one-year term)</u></p> <p>VP of Instruction Tim Karas, Chair Administrative Representative (1) Myron Jordan <i>Alt. Administrator Mary Beth Benvenuti</i> Faculty Representative (1) Carolyn Johnson <i>Alt. Faculty Representative Ed Loretto</i> Classified Representative (vacant) <i>Alt. Classified Representative (vacant)</i> Student Representative (vacant) <i>Alt. Student Representative (vacant)</i></p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|---------------------------------|---|
| Student Services Council | |
| Committee Charge | Advises the College on policies and procedures related to student Financial Aid |
| Type of Committee | Operational Group |
| Committee Reports to | |
| Meeting(s) | 1 st Friday, 10:00 a.m., A136 |
| Membership | |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

Governance Committees

Curriculum Committee



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|-----------------------------|---|
| Committee Charge | Responsible for policy formulation in the areas of curriculum, certificates, degrees, GE requirements and certification, course and program approvals. Reviews all new courses, curriculum proposals, new programs and other curriculum changes. Reviews courses and programs for compliance to Title V regulations. Prepares summary of curriculum actions on an annual basis. |
| Type of Committee | Governance Group |
| Committee Reports to | Academic Senate |
| Meeting(s) | 1 st and 3 rd Tuesday 1:00 p.m., L237 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Membership | <p>VP of Instruction Tim Karas VP of Student Support Services Dr. Tina Vasconcellos Dean of Academic Pathways & Student Success Myron Jordan Dean of Workforce Development Dr. Lilia Celhay</p> <p>Academic Senate President Rochelle Olive</p> <p>Curriculum Co-Chair Vinh Phan</p> <p>Faculty Member, Div. I rep. (3) Faculty Member, Div. II rep. (3) Drew Burgess, Chair</p> <p>Byung Kyu Park Jayne Smithson Maurice Jones Hoi Ko Elham Chishty Allen Tam Jeff Sanceri</p> <p>Technical Reviewer Patricia Nelson</p> <p>Faculty Member, St. Serv. (1) Vivian Virkila</p> <p>Chair of Counseling, St. Serv. (1) Jamar Mears</p> <p>Articulation Officer, St. Serv. (1) Vinh Phan</p> <p>Library Representative, St. Serv. (1) Ann Buchalter</p> <p>Distance Education (rep) (1)</p> <p>Curriculum Specialist Lynn Torres</p> <p>ASCOA Representative Tyler Giang</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| | |
|-----------------------------|--|
| Academic Senate | |
| Committee Charge | |
| Type of Committee | Governance Group |
| Committee Reports to | Academic Senate |
| Meeting(s) | 1 st and 3 rd Thursday, 12:05 p.m., L237 |

The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.



| | |
|---------------------------------|---|
| Membership | <p>Executive Officers:</p> <ul style="list-style-type: none"> • President Rochelle Olive • Vice President Jamar Mears • Treasurer Carolyn Johnson • Recording Secretary William Andrews • DAS Representative Charles Washington <p>Senators:</p> <ul style="list-style-type: none"> • Robert Bishop (Adjunct at large) • Gisele Bousquet (Adjunct Faculty Div. 2) • Sabeen Sandhu (Div. 2) • Jennifer Fowler (Div. 2) • Glen Pearson (Div. 2) • Matthew Goldstein (Div. 2) • Maurice Jones (Faculty-at-Large) • Carla Pegues (Div. 1) • William Andrews (Div 1) • Rochelle Olive (Div 1) • Carolyn Johnson (Div 1) • Ann Buchalter (Div 1) • Gary Hasbrouck (Adjunct Faculty Div. 1) • (Vacant) (Student Services) • Jamar Mears (Student Services) <p>ASCOA Representative: Christy To/Katherine O'Brien</p> |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |

| Classified Council | |
|-----------------------------|--|
| Committee Charge | The purpose of the College of Alameda Classified Council is to attend to non-negotiated (non-collective bargaining) issues as they pertain to the classified staff. The Classified Council is charged to facilitate communication among the classified personnel, administration, faculty, and the governing board; and to participate in the development and formulation of policy and practices of the college, consistent with the college's philosophy, mission and goals. |
| Type of Committee | Governance Group |
| Committee Reports to | Academic Senate |
| Meeting(s) | 3 rd Friday, 2:00 p.m., L237 |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

| | |
|---------------------------------|--|
| Membership | President Lashawn Brumfield Vice President Michael Duensing Treasurer Anna O’Neal Secretary Laura Vacca |
| Accreditation Standards | |
| District Strategic Goals | |
| College Priority | |



The Mission of College of Alameda to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.