



## Chancellor's Council

### **ARTICLE 1: NAME**

This organization shall be known as the Chancellor's Council of the San Bernardino Community College District.

### **ARTICLE 2: PURPOSE**

The Chancellor's Council (CC) is the primary districtwide, participatory governance leadership team that advises the chancellor on institutional planning, budgeting, and governance policies and procedures affecting the educational programs and services of the San Bernardino Community College District. CC members serve as a conduit for cross-district communication on these issues, soliciting feedback from and disseminating reports and updates to constituency groups.

### **ARTICLE 3: INTENTION**

Members of the CC advise and make recommendations to the chancellor regarding district goals and priorities that are of major importance to the district in providing opportunity and promoting quality, integrity, accountability and sustainability in carrying out the mission and goals of the district.

### **ARTICLE 4: MEMBERSHIP**

The Membership shall be made up of the individuals or their respective designee whose position in the collegiate structure of the District makes their presence on the Council essential to the successful completion of its goals.

1. The Chancellor of the District, Chair
2. Vice Chancellor of Human Resources & Police Services
3. Executive Vice Chancellor
4. Vice Chancellor of Educational Services
5. President of Crafton Hills College
6. President of San Bernardino Valley College
7. President of the CHC Academic Senate
8. President of the SBVC Academic Senate
9. President of the CHC Classified Senate
10. President of the SBVC Classified Senate
11. President of the CHC Student Body Association
12. President of the SBVC Student Body Association
13. President of Black Faculty & Staff Association
14. President of the Latino Faculty, Staff, & Administrators Association
15. President of CTA
16. President of CSEA
17. President of Management Association
18. Confidential Group Lead (Administrative Officer)
19. President of Police Officers Association



## Chancellor's Council

### 20. EEO Representative

#### **ARTICLE 5: REPRESENTATION**

- Members will maintain and promote a focus that is based on district strategic priorities rather than personal, constituency or college interests.
- Members will represent their constituency with accuracy and truthfulness, presenting data as completely as possible and not selectively withholding information.
- Members will communicate a clear understanding of the issues and any CC recommendations to their constituency.
- Members will solicit input from and disseminate information to their respective constituency group.
- Members will base their interpersonal behavior on the assumption that we are all people of goodwill, ensuring that interactions within and outside the CC meetings are consistent with expectations of discretion and respect for individual and institutional integrity.
- Members will honor and acknowledge the contributions of individuals as well as the accomplishments of the whole team, regardless of the level of controversy in the discussion or its outcome.

#### **ARTICLE 6: MEETINGS**

- 50%+1 of appointed voting members (not 50% of appointed members plus vacancies), and
- Two members from each site (CHC, SBVC, and DSO members, and
- Three out of the four Constituent Groups represented (students, classified, faculty, management).

Subcommittees/task force/workgroup's quorum structure (if needed, not mandatory) will be unique and established by the overriding advisory committee. Advisory committees can adjust as they see fit

\*Quorum revised at 10/5/2021 Chancellor's Council and will be reviewed for efficiency at the end of the semester.

*Student representatives from each campus are strongly encouraged to participate, but will not hold up decision-making. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.*

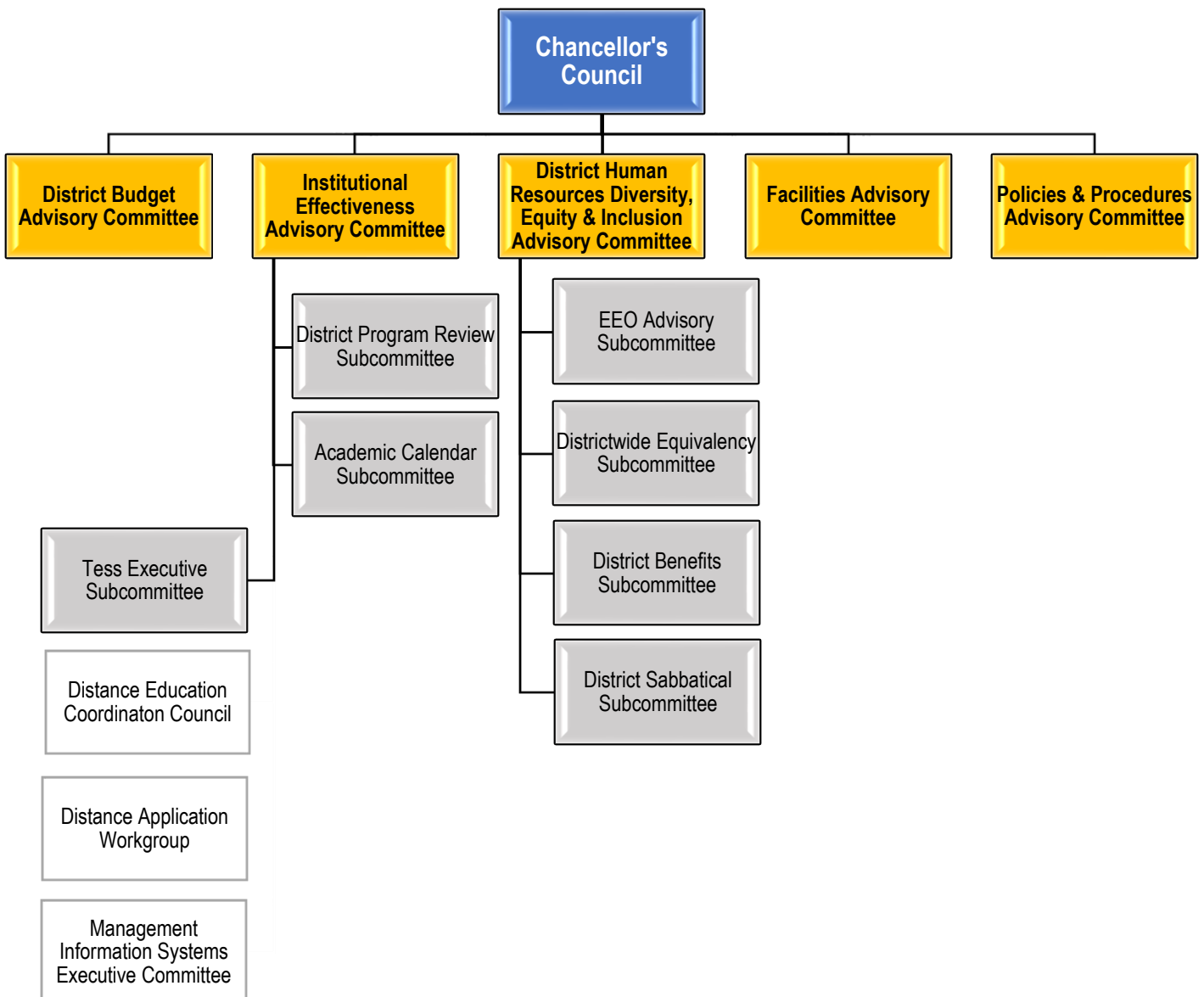
*Although students are not part of quorum that their participation is vital and we will continue looking into how we can help support and keep them involved and investigate issues of equity that is causing them not to be able to participate on district and campus level events. We will also investigate issues of equity for other constituencies that may be missing.*

- Meetings will occur on the 1<sup>st</sup> Tuesday of each month at 3:00 p.m. via Zoom.
- Members will honor the agenda and be prepared to participate in the entire meeting.
- Members will keep the discussion focused on the issues, not on the person presenting them, nor on items not immediately relevant to the topic.



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- Members will encourage full and open participation by all CC members and make a concerted effort to avoid discussions that are dominated by a few people.
- Members will welcome and solicit diverse opinions and viewpoints, remembering that disagreements are acceptable, often leading to good decision-making.
- Members will practice active listening skills in order to avoid pre-formulated responses, interruptions and sidebar conversations.





## Chancellor's Council

DISTRICT BUDGET ADVISORY COMMITTEE	
<b>Charge</b>	<p>The objective of the District Budget Advisory Committee is to share budget information with identified constituencies. It is intended to provide a forum for budget discussion and input. It is also a committee where explanations of Board actions or decisions or recommendations under consideration can be discussed. The committee is neither a decision-making body nor is it intended to undermine or replace the budget allocation processes of the colleges. Responsibilities include, but are not limited to the following:</p> <ol style="list-style-type: none"> <li>1. Review and evaluation of current, projected or proposed Federal, State and local funding proposals affecting California Community Colleges and SBCCD.</li> <li>2. Review of budgetary policies, administrative procedures, allocation model formulas and guidelines, and the financial well-being of the District (Union issues which are conducted as a part of labor negotiations are not a part of this Committee's responsibility).</li> <li>3. Review of both general fund unrestricted and restricted revenue sources, enrollment growth projections, and other workload measures.</li> <li>4. Review and make recommendations to Chancellor's Council regarding budget assumptions (revenues, allocations, COLA and growth).</li> <li>5. Promote budget awareness and communicate budget issues.</li> </ol>
<b>Meeting Schedule</b>	1 <sup>st</sup> Thursday @ 2pm
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/360544163">https://cccconfer.zoom.us/j/360544163</a>
<b>Chair</b>	Executive Vice Chancellor
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Executive Vice Chancellor (Jose Torres)</li> <li>• VP, Admin Services from each campus (Mike Strong &amp; Scott Stark)</li> <li>• Director of Fiscal Services (Larry Strong)</li> <li>• Business Manager (Steve Sutorus)</li> <li>• Chief Technology Officer (Luke Bixler)</li> <li>• Associated Student Government president or designee from each campus (Robert Alexander, <b>pending SBVC appointment</b>)</li> <li>• Management Representative from each campus, appointed by college presidents (Kevin Horan &amp; Scott Thayer)</li> <li>• Two Faculty Representatives from each campus, appointed by academic senate presidents (Davena Burns-Peters, Romana Pires, Brandi Bailes, Josh Robles)</li> <li>• CTA Representative, appointed by CTA president (<b>pending appointment</b>)</li> <li>• Classified Representative from each campus, appointed by classified senate presidents (Girija Raghavan, Laura Van Genderen)</li> <li>• CSEA Treasurer, appointed by CSEA president (Rosemarie Hansen)</li> <li>• DSO Representative, appointed by CSEA president (Corrina Baber)</li> <li>• Black Faculty &amp; Staff, appointed by BFSA president (Denise Knight)</li> <li>• Latino Faculty, Staff, &amp; Administrators Association, appointed by LFSA president (Erik Morden)</li> </ul>
<b>Approved/Revised</b>	Approved 10/21/21
<b>Support Staff</b>	Senior Executive Administrative Assistant



## Chancellor's Council

INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE	
<b>Charge</b>	<p>The Institutional Effectiveness Advisory Committee (IEAC) aids in the districtwide integration of institutional planning, resource allocation, program review and the technology strategic plan. We support student success by:</p> <ul style="list-style-type: none"> <li>• Supporting the colleges' Institutional Effectiveness processes.</li> <li>• Supporting the accreditation processes at the colleges and ensuring that the related accreditation district entities (e.g., HR, Business Services, TESS) are meeting accreditation requirements.</li> <li>• Providing program review support by reviewing program assessment results in light of District Support Operations (DSO) strategic goals to recommend institutional priorities for inclusion into integrated planning and resource allocation.</li> <li>• Ensuring that the colleges Educational Master Plans inform the development of the DSO Strategic Plan.</li> <li>• Developing and monitoring implementation of the DSO Strategic Plan, ensuring that the District Strategic Plans (i.e., HR and TESS) align with the DSO Plan.</li> <li>• Ensuring the development of mechanisms to assess progress on major district plans (i.e., HR and TESS) and providing an annual report that can be used in the formulation of recommendations to Chancellor's Council.</li> <li>• Facilitating communications and resource-sharing across District and Colleges in order to better meet institutional research and planning needs.</li> <li>• Developing mechanisms (e.g., self-surveys and rubrics) to assess effectiveness of district-level committees and make recommendations to Chancellor's Council.</li> </ul> <p>Participating in deliberations related to the development of the annual academic calendar.</p>
<b>Meeting Schedule</b>	4th Thursday @ 10am
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/91201139260">https://cccconfer.zoom.us/j/91201139260</a>
<b>Quad-Chairs</b>	<p>Vice Chancellor of Education Services (vacant) (C. Crew Proxy)            Faculty Representative (elected by committee from committee)            Classified Representatives (elected by committee from committee)            District Director Research, Planning, &amp; Institutional Effectiveness</p>
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor of Education Services (vacant)</li> <li>• District Director of Institutional Effectiveness, Research, and Planning (Christopher Crew)</li> <li>• Human Resources Representative (appointed by VC HR &amp; Police Services) (Joe Opris)</li> <li>• Chief Technology Officer (Luke Bixler)</li> <li>• Deans of Institutional Effectiveness, Research, and Planning from each campus (Gio Sosa, Joanna Oxedine)</li> <li>• District Director Research, Planning, &amp; Institutional Effectiveness (Christopher Crew)</li> <li>• Academic Senate Presidents or designee from each campus (Davena Burns-Peters, Jeff Schmidt)</li> <li>• Professional Development Coordinators or designees from each campus (Rania Hamdy, Kashaunda Harris)</li> <li>• CTA Representative, appointed by CTA president (<b>pending appointment</b>)</li> <li>• Classified Representative from each campus, appointed by the classified senate presidents (Campus Planning and Program Review Committee membership preferred.) (John Feist, Brandice Mello)</li> </ul>



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	<ul style="list-style-type: none"> <li>• CSEA from each campus, appointed by the academic senate presidents (Campus Planning and Program Review Committee membership preferred.) (Artour Aslanian, Kay Dee Yarborough)</li> <li>• CSEA Representative from DSO, appointed by CSEA president (Myung Koh)</li> <li>• Associated Student Government President or designee from each campus (Lauren Ashlock, Paul Del Rosario)</li> <li>• Accreditation Liaison Officer from each campus (Keith Wurtz, Dina Humble)</li> <li>• Accreditation Committee Chair from each campus (Keith Wurtz, Celia Huston)</li> <li>• Black Faculty &amp; Staff Representative, appointed by BFSA president (Allan Erving &amp; Ariel Davis)</li> <li>• Latino Faculty, Staff, &amp; Administrators Association Representative, appointed by LFSA president (Alma Lopez)</li> <li>• Confidential Group Representative, by position, Executive Administrative Assistant Office of the Chancellor (Heather Ford)</li> <li>• Management Representation from each campus, appointed by campus presidents (Keith Wurtz, Dina Humble)</li> </ul>
<b>Approved/Revised</b>	Approved 4/22/21
<b>Support Staff</b>	Executive Administrative Assistant to the Chancellor



## Chancellor's Council

<b>DISTRICT PROGRAM REVIEW SUBCOMMITTEE</b>	
<b>SUBCOMMITTEE OF: INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE</b>	
<b>Charge</b>	The charge of the District Services Planning and Program Review Subcommittee (DSPPRS) is to advance continual, sustainable quality improvement at all levels of the District Services to support student success. Toward that end, the committee conducts a thorough and comprehensive review of each unit at District Services on an annual basis and oversees the annual District Services planning and program review process. The results of planning and program review inform the integrated planning and resource allocation process at the District Services and are aligned with the district strategic planning process. The committee relies on quantitative and qualitative evidence to evaluate programs, develop recommendations to the Institutional Effectiveness Advisory Committee, and determine and implement improvements to the District Services Planning and Program Review process.
<b>Meeting Schedule</b>	2nd Tuesday @ 10:30am
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/96157400569">https://cccconfer.zoom.us/j/96157400569</a>
<b>Tri-Chairs</b>	Vice Chancellor of Education Services (vacant) (C. Crew Proxy) Faculty Representative (elected by committee from committee) Classified Representatives (elected by committee from committee)
<b>Membership</b>	<ul style="list-style-type: none"> <li>• EDCT Manager (Deanna Krebiehl)</li> <li>• EDCT Representative, appointed by EDCT manager (Kathy Fonseca)</li> <li>• TESS Manager, appointed by CTO (Jeremy Sims)</li> <li>• TESS Representative, appointed by CTO (Jason Brady)</li> <li>• KVCR Manager (Tony Papa)</li> <li>• KVCR Representative, appointed by KVCR manager (Rick Dulock)</li> <li>• Chief of Police (Alvin Jackson)</li> <li>• Police Representative, appointed by Chief of Police (Michelle Jeanotte)</li> <li>• Human Resources Manager, appointed by VC Human Resources (Joe Opris)</li> <li>• Human Resources Representative, appointed by VC Human Resources (Marcela Navarro)</li> <li>• DSO Business &amp; Fiscal Services Manager, appointed by EVC, Larry Strong</li> <li>• DSO Business &amp; Fiscal Services Manager, appointed by EVC, Farrah Fazaneh</li> <li>• DSO Business &amp; Fiscal Services Representative, appointed by EVC (Virginia Diggle)</li> <li>• DSO Business &amp; Fiscal Services Representative, appointed by EVC (Noemi Elizalde)</li> <li>• Management Representation from each campus, appointed by campus presidents (Gio Sosa, Joanna Oxendine)</li> <li>• District Director of Institutional Effectiveness, Research, &amp; Planning (Christopher Crew)</li> <li>• Faculty Representative from each campus, appointed by academic senate presidents (Campus planning &amp; Program Review Committee membership preferred) (Celia Huston, Brandi Bales)</li> <li>• Classified Representative from each campus, appointed by classified senate presidents (Campus planning &amp; Program Review Committee membership preferred) (Artour Aslanian, John Feist)</li> <li>• CSEA Representative from each campus, appointed by CSEA president (Yendis Battle, <b>pending appointment</b>)</li> <li>• CTA Representative, appointed by CTA president (<b>pending appointment</b>)</li> <li>• Associated Student Government President or designee from each campus (Isaiah Lynch, Paul Del Rosario)</li> <li>• Black Faculty &amp; Staff Representative, appointed by BFSA president (Keynasia Buffong)</li> </ul>



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	<ul style="list-style-type: none"> <li>• Latino Faculty, Staff &amp; Administrator Association Representative, appointed by LFSAA president (Tihirah Simpson)</li> <li>• Confidential Group Representative, by position, Executive Administrative Assistant Office of the Chancellor (Heather Ford)</li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Executive Administrative Assistant to the Chancellor





## Chancellor's Council

<b>TESS EXECUTIVE SUBCOMMITTEE</b>	
<b>SUBCOMMITTEE OF: INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE</b>	
<b>Charge</b>	<p>The TESS Executive Subcommittee aids in the review and prioritization of key technology projects throughout the district. In addition, the committee also provides recommendations for improving the District Technology Strategic Plan. The following areas represent the charge for the TESS Executive Committee:</p> <ul style="list-style-type: none"> <li>• Develop, monitor, and update the Technology Strategic Plan, ensuring alignment with the District Strategic Plan, the Crafton Hills College Technology Plan and the San Bernardino Valley College Technology Plan.</li> <li>• Evaluate the value of and prioritization of major projects or recommend prioritization to the Institutional Effectiveness Advisory Committee, as appropriate.</li> <li>• Serve as an advisory body to the Institutional Effectiveness Advisory Committee, as appropriate.</li> <li>• Propose and update technology, information security and web related policies and procedures to the Institutional Effectiveness Advisory Committee.</li> <li>• Ratify technology related standards and procedures.</li> <li>• (Student Success)</li> </ul>
<b>Meeting Schedule</b>	<p>September 17, 2021 @ 10:30 AM            February 18, 2022 @ 10:30 AM            May 20, 2022 @ 10:30 AM            September 16, 2022 @ 10:30 AM</p>
<b>Attendance Location</b>	<p>September 17, <a href="https://cccconfer.zoom.us/j/96775635086">https://cccconfer.zoom.us/j/96775635086</a>            February 18, <a href="https://cccconfer.zoom.us/j/98988151461">https://cccconfer.zoom.us/j/98988151461</a>            May 20, <a href="https://cccconfer.zoom.us/j/97195252111">https://cccconfer.zoom.us/j/97195252111</a>            September 16, <a href="https://cccconfer.zoom.us/j/94124091542">https://cccconfer.zoom.us/j/94124091542</a></p>
<b>Co-Chairs</b>	<p>Chief Technology Officer, TESS (District)            Co-Chair (elected by committee)</p>
<b>Membership</b>	<p>PROPOSED:</p> <ul style="list-style-type: none"> <li>• Chief Technology Officer, Technology &amp; Educational Support Services (District) - Chair</li> <li>• Vice Chancellor of Educational Services</li> <li>• Vice President of Admin Services from each campus</li> <li>• Vice President of Student Services from each campus</li> <li>• Vice President of Instruction from each campus</li> <li>• Faculty Representative from each campus, appointed by academic senate presidents</li> <li>• Director, Institutional Effectiveness, Research, and Planning from each campus and DSO</li> <li>• Director, Fiscal Service</li> <li>• Business Manager</li> <li>• Director, Technology Services from each campus and DSO</li> <li>• KVCRA Representative, appointed by KVCRA executive director</li> <li>• Director, Marketing Creative Services &amp; Public Affairs, SBVC</li> <li>• Sr. Director, Marketing, Public Affairs &amp; Government Relations, DSO</li> <li>• Director, Institutional Advancement, CHC</li> <li>• Director or Associate Director, Human Resources</li> <li>• Director, Economic Development and Career</li> <li>• Classified Representative from each campus and DSO, appointed by classified senate presidents</li> </ul>



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	<ul style="list-style-type: none"> <li>• Associated Student Government President or designee from each campus</li> <li>• Black Faculty &amp; Staff Representative, appointed by BFSA president</li> <li>• Latino Faculty, Staff, &amp; Administrators Association Representative, appointed by LFSA president</li> </ul>
<b>Approved/Revised</b>	9/17/21
<b>Support Staff</b>	Administrative Assistant II



## Chancellor's Council

<b>DISTRICT APPLICATIONS WORK GROUP WORKGROUP OF: TESS EXECUTIVE SUBCOMMITTEE</b>	
<b>Charge</b>	
<b>Meeting Schedule</b>	2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday @ 2:30 PM
<b>Attendance Location</b>	2 <sup>nd</sup> Wednesday <a href="https://cccconfer.zoom.us/j/91936849235">https://cccconfer.zoom.us/j/91936849235</a> 4 <sup>th</sup> Wednesday <a href="https://cccconfer.zoom.us/j/92416739127">https://cccconfer.zoom.us/j/92416739127</a>
<b>Chair</b>	Andy Chang
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Aguilar-Kitibutr, Ailsa V <a href="mailto:aaguila@valleycollege.edu">aaguila@valleycollege.edu</a>;</li> <li>• Alamsyah, Lidya H <a href="mailto:lalamsya@sbccd.edu">lalamsya@sbccd.edu</a>;</li> <li>• Aquino, Michael F <a href="mailto:maquino@sbccd.edu">maquino@sbccd.edu</a>;</li> <li>• Aslanian, Artour <a href="mailto:aaslanian@craftonhills.edu">aaslanian@craftonhills.edu</a>;</li> <li>• Aycock, Larry K. <a href="mailto:laycock@craftonhills.edu">laycock@craftonhills.edu</a>;</li> <li>• Baber, Corrina E. <a href="mailto:caleman@sbccd.edu">caleman@sbccd.edu</a>;</li> <li>• Bailes, Brandi A <a href="mailto:bbailes@craftonhills.edu">bbailes@craftonhills.edu</a>;</li> <li>• Benjamin, Veada <a href="mailto:bveada@valleycollege.edu">bveada@valleycollege.edu</a>;</li> <li>• Bixler, Luke <a href="mailto:lbixler@sbccd.edu">lbixler@sbccd.edu</a>;</li> <li>• Brady, Jason W <a href="mailto:jbrady@sbccd.edu">jbrady@sbccd.edu</a>;</li> <li>• Bratulin, Pavel <a href="mailto:pbratulin@valleycollege.edu">pbratulin@valleycollege.edu</a>;</li> <li>• Burns-Peters, Davena D. <a href="mailto:dburns@valleycollege.edu">dburns@valleycollege.edu</a>;</li> <li>• Cabrales, Joe L <a href="mailto:jcabrale@craftonhills.edu">jcabrale@craftonhills.edu</a>;</li> <li>• Carter, Yancie <a href="mailto:ycarter@valleycollege.edu">ycarter@valleycollege.edu</a>;</li> <li>• Chang, Andrew <a href="mailto:achang@sbccd.edu">achang@sbccd.edu</a>;</li> <li>• Cota, Marco A. C. <a href="mailto:mcota@sbccd.cc.ca.us">mcota@sbccd.cc.ca.us</a>;</li> <li>• Crew, Christopher M. <a href="mailto:ccrew@sbccd.edu">ccrew@sbccd.edu</a>;</li> <li>• Dale Carter, April D. <a href="mailto:acarter@valleycollege.edu">acarter@valleycollege.edu</a>;</li> <li>• Elizalde, Noemi <a href="mailto:nelizalde@sbccd.edu">nelizalde@sbccd.edu</a>;</li> <li>• Flores, Kristin M <a href="mailto:kflores@craftonhills.edu">kflores@craftonhills.edu</a>;</li> <li>• Gabriel, Christie <a href="mailto:cgabriel@valleycollege.edu">cgabriel@valleycollege.edu</a>;</li> <li>• Heilgeist, Kristina A. <a href="mailto:kheilgeist@sbccd.cc.ca.us">kheilgeist@sbccd.cc.ca.us</a>;</li> <li>• Ho, Joe <a href="mailto:jho@sbccd.edu">jho@sbccd.edu</a>;</li> <li>• Humble, Dina <a href="mailto:dhumble@valleycollege.edu">dhumble@valleycollege.edu</a>;</li> <li>• Im, Sophin <a href="mailto:soim@valleycollege.edu">soim@valleycollege.edu</a>;</li> <li>• Jones, Dianna <a href="mailto:dijones@sbccd.edu">dijones@sbccd.edu</a>;</li> <li>• Lehman, Veronica I. <a href="mailto:vlehman@craftonhills.edu">vlehman@craftonhills.edu</a>;</li> <li>• Lopez, Breanna R. <a href="mailto:bcurry@valleycollege.edu">bcurry@valleycollege.edu</a>;</li> <li>• Lopez, Elizabeth <a href="mailto:evillegas@craftonhills.edu">evillegas@craftonhills.edu</a>;</li> <li>• McAtee, Robert S. <a href="mailto:rmcatee@craftonhills.edu">rmcatee@craftonhills.edu</a>;</li> <li>• McGowan, Arlene M <a href="mailto:amcgowan@sbccd.edu">amcgowan@sbccd.edu</a>;</li> <li>• Mello, Brandice D. <a href="mailto:bmello@craftonhills.edu">bmello@craftonhills.edu</a>;</li> <li>• Molina, Herlinda M. <a href="mailto:lmolina@valleycollege.edu">lmolina@valleycollege.edu</a>;</li> <li>• Pena, Ivan I. <a href="mailto:mpena@craftonhills.edu">mpena@craftonhills.edu</a>;</li> <li>• Quach, Patricia <a href="mailto:pquach@sbccd.cc.ca.us">pquach@sbccd.cc.ca.us</a>;</li> <li>• Rodriguez, Maria Del Carmen <a href="mailto:marodrig@valleycollege.edu">marodrig@valleycollege.edu</a>;</li> <li>• Scudder, Robert B. <a href="mailto:rscudder@sbccd.edu">rscudder@sbccd.edu</a>;</li> <li>• Silva, Steven R. <a href="mailto:ssilva@valleycollege.edu">ssilva@valleycollege.edu</a>;</li> </ul>



## Chancellor's Council

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<b>Approved/Revised</b>	
<b>Support Staff</b>	Administrative Assistant II



## Chancellor's Council

Co-chairs = /Andy Chang

<b>DISTANCE EDUCATION COORDINATION COUNCIL WORKGROUP OF: TESS EXECUTIVE SUBCOMMITTEE</b>	
<b>Charge</b>	
<b>Meeting Schedule</b>	2 <sup>nd</sup> Monday @ 12:30 PM
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/99539838612">https://cccconfer.zoom.us/j/99539838612</a>
<b>Co-Chairs</b>	Andy Chang Co-Chair Rhiannon Lares
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Bixler, Luke lbixler@sbccd.edu;</li> <li>• Brink, T. L. tbrink@craftonhills.edu;</li> <li>• Burns-Peters, Davena D. dburns@valleycollege.edu;</li> <li>• Chang, Andrew achang@sbccd.edu;</li> <li>• Coats, Cherishea L. ccoats@sbccd.edu;</li> <li>• Hamdy, Rania E. rhamdy@valleycollege.edu;</li> <li>• Hamlett, Cynthia L. chamlett@craftonhills.edu;</li> <li>• Harris, Kashaunda T kharris@craftonhills.edu;</li> <li>• Lares, Rhiannon rlares@sbccd.edu;</li> <li>• Weiss, Kathryn G. kweiss@craftonhills.edu;</li> <li>• Worsley, Margaret H mworsley@valleycollege.edu;</li> <li>• Wurtz, Keith A. kwurtz@craftonhills.edu</li> </ul>
<b>Approved/Revised</b>	
<b>Support Staff</b>	Administrative Assistant II



## Chancellor's Council

<b>MANAGEMENT INFORMATION SYSTEMS EXECUTIVE COMMITTEE WORKGROUP OF: TESS EXECUTIVE SUBCOMMITTEE</b>	
<b>Charge</b>	
<b>Meeting Schedule</b>	Every other Thursday @ 8:30 AM
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/93110065618?pwd=aTdQM2VmeEtVU29XRm93anlFRnpSdz09">https://cccconfer.zoom.us/j/93110065618?pwd=aTdQM2VmeEtVU29XRm93anlFRnpSdz09</a>
<b>Co-Chairs</b>	Andy Chang Corrina Baber
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Aguilar, Lupita laguilar@valleycollege.edu;</li> <li>• Aslanian, Artour aaslanian@craftonhills.edu;</li> <li>• Aycock, Larry K. laycock@craftonhills.edu;</li> <li>• Baber, Corrina E. caleman@sbccd.edu;</li> <li>• Brunson, Larry W. lbrunson@valleycollege.edu;</li> <li>• Cabrales, Joe L jcabrale@craftonhills.edu;</li> <li>• Carter, Yancie ycarter@valleycollege.edu;</li> <li>• Chang, Andrew achang@sbccd.edu;</li> <li>• Chavira, Rejoice C. rchavira@craftonhills.edu;</li> <li>• Cota, Marco A. C. mcota@sbccd.cc.ca.us;</li> <li>• Crew, Christopher M. ccrew@sbccd.edu;</li> <li>• Crocfer, Michelle L. mcroofer@valleycollege.edu;</li> <li>• Dale Carter, April D. acarter@valleycollege.edu;</li> <li>• Gabriel, Christie cgabriel@valleycollege.edu;</li> <li>• Gamboa, Colleen G. cgamboa@sbccd.cc.ca.us;</li> <li>• Heilgeist, Kristina A. kheilgeist@sbccd.cc.ca.us;</li> <li>• Hinojosa, Joanne jhinojosa@valleycollege.edu;</li> <li>• Humble, Dina dhumble@valleycollege.edu;</li> <li>• Johnson, Kimberly J. kwingson@valleycollege.edu;</li> <li>• Jones, Dianna dijones@sbccd.edu;</li> <li>• Koh, Myung H. mkoh@sbccd.edu;</li> <li>• Lopez, Breanna R. bcurry@valleycollege.edu;</li> <li>• Lopez, Elizabeth evillegas@craftonhills.edu;</li> <li>• Milligan, Marty mmilliga@craftonhills.edu;</li> <li>• Muskavitch, John W. jmuskavitch@craftonhills.edu;</li> <li>• Opris, Joe iopris@sbccd.edu;</li> <li>• Oxendine, Joanna M. joxendine@valleycollege.edu;</li> <li>• Paddock, Ericka N. epaddock@craftonhills.edu;</li> <li>• Pena, Ivan I. mpena@craftonhills.edu;</li> <li>• Quach, Patricia pqach@sbccd.cc.ca.us;</li> <li>• Sabato, Treesa L. tolover@valleycollege.edu;</li> <li>• Sierra, Jamie M. jsierra@craftonhills.edu;</li> <li>• Sosa, Giovanni W. gsosa@craftonhills.edu;</li> <li>• Sousa, Juanita R jsousa@craftonhills.edu;</li> <li>• Southerland, Frances M. fsoutherland@craftonhills.edu;</li> <li>• Spencer, Delmy G. dspencer@craftonhills.edu;</li> <li>• Sutorus, Steve ssutorus@sbccd.edu;</li> <li>• Thayer, Scott W. sthayer@valleycollege.edu;</li> </ul>



## Chancellor's Council

	<ul style="list-style-type: none"> <li>• Tillman, Shalita A. <a href="mailto:scunningh@valleycollege.edu">scunningh@valleycollege.edu</a>;</li> <li>• Trejo, Samuel <a href="mailto:strejo@valleycollege.edu">strejo@valleycollege.edu</a>;</li> <li>• Trujillo, Maria G. <a href="mailto:mtrujil@valleycollege.edu">mtrujil@valleycollege.edu</a>;</li> <li>• Wurtz, Keith A. <a href="mailto:kwurtz@craftonhills.edu">kwurtz@craftonhills.edu</a>;</li> <li>• Yarbrough, Kay Dee <a href="mailto:kyarbrough@valleycollege.edu">kyarbrough@valleycollege.edu</a>;</li> <li>• Zerbel, Sharon L. <a href="mailto:szarbel@valleycollege.edu">szarbel@valleycollege.edu</a></li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Administrative Assistant II



## Chancellor's Council

<b>ACADEMIC CALENDAR SUBCOMMITTEE</b>	
<b>SUBCOMMITTEE OF: INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE</b>	
<b>Charge</b>	The Academic Calendar Subcommittee will oversee the development of the annual academic calendar and will review optional calendars or other formats for offering academic programs for the District. The deliberations from this committee will be reported to Institutional Effectiveness Advisory Committee, where a recommendation will be made to the Chancellor's Council, then a progressed recommendation to the Board of Trustees for action.
<b>Meeting Schedule</b>	TBD by committee
<b>Attendance Location</b>	Zoom: TBD
<b>Tri-Chairs</b>	Vice Chancellor of Education Services (vacant) C. Crew Proxy Faculty Representative (elected by the committee) Classified Representative (elected by the committee)
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor, Human Resources and Police Services</li> <li>• Manager Representative from each campus, appointed by college presidents</li> <li>• District Director of Institutional Effectiveness, Research, and Planning (Christopher Crew)</li> <li>• Confidential Group Representative, by position, Executive Administrative Assistant Office of the Chancellor (Heather Ford)</li> <li>• CSEA Representative from each campus, appointed by CSEA president (Kay Dee Yarbrough, Elizabeth Lopez)</li> <li>• Schedule Catalog Data Specialist from each campus (Kristina Heilgeist, Breanna Lopez)</li> <li>• Faculty Representative from each campus, appointed by academic senate presidents (instructional) (Scott Rippey, _____)</li> <li>• Faculty Representative from each campus, appointed by academic senate presidents (non-instructional) (Robert McAtee, _____)</li> <li>• Black Faculty &amp; Staff Representative, appointed by BFSA president (pending appointment)</li> <li>• Latino Faculty, Staff Administrator Association Representative, appointed by LFSA president</li> <li>• Professional Development Coordinator or designee from each campus (Kashaundra Harris, Rania Hamdy)</li> <li>• CTA Representative, appointed by CTA president (Meridyth McLaren)</li> <li>• Administrative Application Representative, appointed by district director admin applications (Corrina Baber/Andy Chang)</li> <li>• Two managers from each campus, appointed by college presidents (Delmy Spencer, Keith Wurtz, Dina Humble, Scott Thayer)</li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Executive Administrative Assistant to the Chief Human Resources Officer





## Chancellor's Council

DISTRICT HUMAN RESOURCES, DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE	
<b>Charge</b>	Align Districtwide DEI efforts and ensure adequate support is available. The Advisory committee will also conduct research and make DEI recommendations to the Chancellor's Council.
<b>Meeting Schedule</b>	2nd Tuesday @ 3pm
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/95394309903">https://cccconfer.zoom.us/j/95394309903</a>
<b>Quad Chairs</b>	Vice Chancellor of Human Resources & Police Services, Director of Diversity Equity, and Inclusion, One Faculty Member, One Classified Member
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor of Human Resources &amp; Police Services (Kristina Hannon)</li> <li>• Director of Diversity, Equity, and Inclusion (Aysia Brown)</li> <li>• Director of HR (Joe Opris)</li> <li>• Management Representative from each college, appointed by college presidents (Delmy Spencer, Ericka Paddock (proxy) and Dr. Olivia Rosas)</li> <li>• Management Representative, two appointed by management association president (Ray Carlos, Carmen Rodriguez)</li> <li>• Faculty Representatives, two from each campus appointed by academic senate presidents (Natale Lopez, Ruth Greyraven, Rania Hamdy, pending SBVC)</li> <li>• Classified Representatives, two from each campus appointed by classified senate presidents (Artour Aslanian, Ginger Sutphin, Ariel Davis, and Ernest Guillen)</li> <li>• CSEA Representative, appointed by CSEA president (Ana Bojorquez)</li> <li>• CTA Representative, appointed by CTA president (Anthony Blacksher)</li> <li>• Black Faculty &amp; Staff Association Representative, appointed by BFSA president (Keynasia Buffong, Daniele Smith-Martin (proxy))</li> <li>• Latino Faculty, Staff, &amp; Administrators Association Representative, appointed by LFSA president (Mary Valdemar)</li> <li>• Confidential Group Lead, appointed by administrative officer (Karla Zaragoza)</li> <li>• Associated Student Government president or designee from each campus (Sean Ceballos, Paul Del Rosario)</li> </ul>
<b>Approved/Revised</b>	TBD in the fall
<b>Support Staff</b>	Executive Administrative Assistant to the Chief Human Resources Officer



## Chancellor's Council

<b>EEO ADVISORY COMMITTEE</b>	
<b>SUB-COMMITTEE OF: DISTRICT HUMAN RESOURCES, DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE</b>	
<b>Charge</b>	TBD
<b>Meeting Schedule</b>	TBD
<b>Attendance Location</b>	District Boardroom Zoom: TBD
<b>Tri-Chairs</b>	Vice Chancellor of Human Resources & Police Services Academic & Classified Senate Representatives
<b>Membership</b>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Executive Administrative Assistant to the Chief Human Resources Officer



## Chancellor's Council

<b>DISTRICTWIDE EQUIVALENCY SUBCOMMITTEE</b>	
<b>SUBCOMMITTEE OF: DISTRICT HUMAN RESOURCES, DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE</b>	
<b>Charge</b>	TBD
<b>Meeting Schedule</b>	Will continue to meet in accordance with AP 7211
<b>Attendance Location</b>	District Boardroom Zoom: TBD
<b>Co-Chairs</b>	Vice Chancellor of Human Resources & Police Services, Academic Senate Representative, Classified Senate Representative
<b>Membership</b>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Executive Administrative Assistant to the Chief Human Resources Officer



## Chancellor's Council

<b>DISTRICT SABBATICAL SUBCOMMITTEE</b>	
<b>SUBCOMMITTEE OF: DISTRICT HUMAN RESOURCES, DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE</b>	
<b>Charge</b>	TBD
<b>Meeting Schedule</b>	Will continue to meet in accordance with Article 18 of the CTA CBA.
<b>Attendance Location</b>	District Boardroom Zoom: TBD
<b>Tri-Chairs</b>	Vice Chancellor of Human Resources & Police Services Academic & Classified Senate Representatives
<b>Membership</b>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>Approved/Revised</b>	TBD
<b>Support Staff</b>	Executive Administrative Assistant to the Chief Human Resources Officer



## Chancellor's Council

FACILITIES ADVISORY COMMITTEE	
<b>Charge</b>	<p>The Facilities Advisory Committee is an advisory committee to the Chancellor's Council. The committee is charged with:</p> <ul style="list-style-type: none"> <li>• Gathering and disseminating information about issues related to the planning, design and construction of districtwide facilities.</li> <li>• Reviewing the College's Educational Master Plans and Facilities Master Plan Goals and making recommendations for modifications and additions.</li> <li>• Providing quarterly updates on the progress of bond projects.</li> <li>• Ensuring that District Design Standards are implemented for all new construction and major renovations.</li> <li>• Reviewing, making recommendations for and implementing District Safety &amp; Security Plans.</li> <li>• Advancing actions that promote safe, adequate, and well-maintained facilities.</li> <li>• Reviewing data pertaining to employee injuries and incidents and making recommendations to prevent future occurrences.</li> <li>• Evaluating and updating the districtwide Energy and Utility Infrastructure Plans.</li> <li>• Reviewing, making recommendations for and implementing a Zero Net Energy Plan and Sustainability Plan.</li> <li>• Ensuring alignment with the California Community Colleges' Climate Change &amp; Sustainability Policy.</li> <li>• Providing a quarterly Sustainability Progress Report.</li> </ul>
<b>Meeting Schedule</b>	TBD 10/27/21
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/94504064373?from=addon">https://cccconfer.zoom.us/j/94504064373?from=addon</a>
<b>Co-Chairs</b>	<p>Director of Facilities Planning, Emergency Management &amp; Construction            Associate Director of Environmental Health, Emergency Planning &amp; Safety Administration</p>
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Vice President of Administration from each campus (Mike Strong &amp; Scott Stark)</li> <li>• Facilities Director from each campus (Larry Cook &amp; Bob Jenkins)</li> <li>• Associate Director of Environmental Health, Emergency Planning &amp; Safety Administration (Michael Nguyen)</li> <li>• Measure CC Campus Project Manager from each campus (Leilani Nunez &amp; Ryan Smith)</li> <li>• Sustainability and Energy Manager (Yash Patel)</li> <li>• Facilities Project Manager (Hassan Mirza)</li> <li>• Emergency Manager (Paul Walker)</li> <li>• Associated Student Government President or Designee from each campus (Amr Bahjri, <b>pending SBVC appointment</b>)</li> <li>• TESS Representative (appointed by Chief Technology Officer) (<b>pending appointment</b>)</li> <li>• Police Department Representative (appointed by the Chief of Police) (Kenneth Owens)</li> <li>• Faculty Representatives from each campus (appointed by academic senate presidents) Amanda Ward (<b>pending SBVC appointment</b>)</li> <li>• CTA Representative (appointed by CTA President) (<b>pending appointment</b>)</li> <li>• CSEA Representative (appointed by CSEA President) (Dave Stevenson)</li> <li>• Classified Representatives from each campus (appointed by classified senate presidents) Sarah Yearyean (<b>pending appointment from CHC</b>)</li> <li>• Classified Representative, DSO (appointed by classified senate presidents) (<b>pending appointment</b>)</li> <li>• KVCR Representative, appointed by KVCR general manager (Cheryl Alexander)</li> <li>• EDCT Representative, appointed by EDCT Executive Director (<b>pending appointment</b>)</li> </ul>



## Chancellor's Council

	<ul style="list-style-type: none"><li>• Print Shop Representative, appointed by supervisor, printing services (Deborah Castro)</li><li>• Black Faculty &amp; Staff Representative, appointed by BFSA president (pending appointment)</li><li>• Latino Faculty, Staff, &amp; Administrators Association Representative, appointed by LFSA president (pending appointment)</li></ul>
<b>Approved/Revised</b>	TBD in the fall
<b>Support Staff</b>	Administrative Assistant II



## Chancellor's Council

POLICIES & PROCEDURES ADVISORY COMMITTEE	
<b>Charge</b>	The Policy and Procedures Advisory Committee is an advisory committee to the Chancellor's Council. The committee is charged with updating, creating, developing, and systematically reviewing Administrative Procedures (AP) and Board Policies (BP). The workgroup will ensure a continuous evaluation of the APs and BPs, will create taskforces, and invite subject matter experts, including students, when appropriate, for input in the process. The committee forwards recommendations for changes to APs/BPs to the Chancellor's Council.
<b>Meeting Schedule</b>	2nd Monday @ 3pm
<b>Attendance Location</b>	Zoom: <a href="https://cccconfer.zoom.us/j/91470895848">https://cccconfer.zoom.us/j/91470895848</a>
<b>Co-Chairs</b>	Executive Vice Chancellor Vice Chancellor of Human Resources & Police Services
<b>Membership</b>	<ul style="list-style-type: none"> <li>• Executive Vice Chancellor, Co-Chair (Jose Torres)</li> <li>• Vice Chancellor of HR &amp; Police Services, Co-Chair (Kristina Hannon)</li> <li>• Management Representative from each college, appointed by college presidents (Keith Wurtz, Ray Carlos)</li> <li>• Faculty Representative from each campus, appointed by academic senate presidents (Jodi Hanley, Lucas Cuny)</li> <li>• Classified Representatives from each campus, appointed by classified senate presidents (Nathan Yearyear, <b>pending CHC appointment</b>)</li> <li>• Classified Representative from DSO, appointed by classified senate presidents (<b>pending appointment</b>)</li> <li>• CSEA Representative, appointed by CSEA president (Ernest Guillen)</li> <li>• CTA Representative, appointed by CTA president (Meridyth McLaren)</li> <li>• POA Representative, appointed by POA president (<b>pending appointment</b>)</li> <li>• Black Faculty &amp; Staff Representative, appointed by BFSA president (Stephanie Lewis)</li> <li>• Latino Faculty, Staff, &amp; Administrators Association Representative, appointed by LFSA president (Carmen Rodriguez)</li> <li>• Confidential Group Lead (Stacey Nikac, Cyndie St. Jean (proxy))</li> <li>• Associated Student Government president or designee from each campus (Tiana McBride and Natasha "Shasha" Paago, <b>pending SBVC appointment</b>)</li> </ul>
<b>Approved/Revised</b>	Reviewed 10/11/21
<b>Support Staff</b>	Senior Executive Administrative Assistant Executive Administrative Assistant to the Chief Human Resources Officer