

## **COMMITTEE STRUCTURE**

The vehicle by which the consultation process shall function and be organized is the shared governance structure, made up of the College Council, Committees, Sub-Committees, Task Forces, and User Groups (for vendor relations). These governance bodies are designed to formalize the collegial process, facilitate communication, develop plans and processes, and provide input for the effective planning and operation of the College. Agendas will be made available prior to the meetings and minutes will be taken at all meetings and distributed through e-mail and posted in appropriate locations. Term lengths do not preclude members from serving additional terms.

### **College Council**

The College Council is the body that reports information and makes recommendations directly to the President of the College via the shared governance structure. The College Council is charged with a scope of responsibility that is institutional and broad in nature and/or particularly significant. All executive leadership and constituency groups are represented and members serve as representatives of these groups. See the Committee Chart following this section.

### **Committees**

Committees report and make recommendations to the College Council or a Committee which reports to the College Council, or committees report to a governance group, such as the Faculty Association, SEIU, or Academic Senate. Committees have significant scope and meet regularly on an on-going basis.

Chairs for College Committees do not vote at their committee level, unless a vote is needed to break a tie. Chairs for Academic Senate Committees may or may not vote, as the Senate decides, and these are noted on each committee page in the Committee section.

### **Sub-Committees**

Sub-committees serve committees with a specific role or focus. They are on-going and may meet regularly. They work from an agenda and have informal minutes. They have a member from the parent committee, and they each report to their parent committee. Their work may come to College Council through the parent committee they serve. They are formed or disbanded by their parent committee.

### **Task Forces/Work Groups**

Task Forces/Work Groups are groups that accomplish limited tasks (such as an event) or initiatives (such as a grant). Appointments to Task Forces/Work Groups are made based on the duties of members necessary to accomplish the task. They are not required to keep an agenda or take minutes. Examples of Task Forces/Work Groups are the Scholarship Task Force, the Commencement Task Force, or the AB 705 initiative.

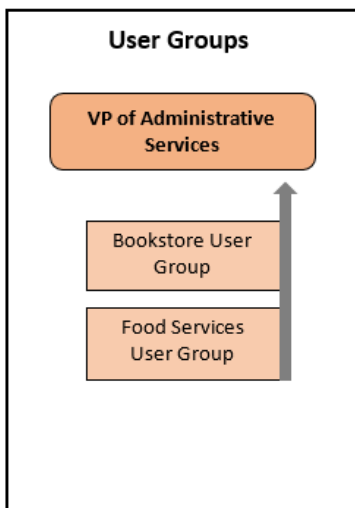
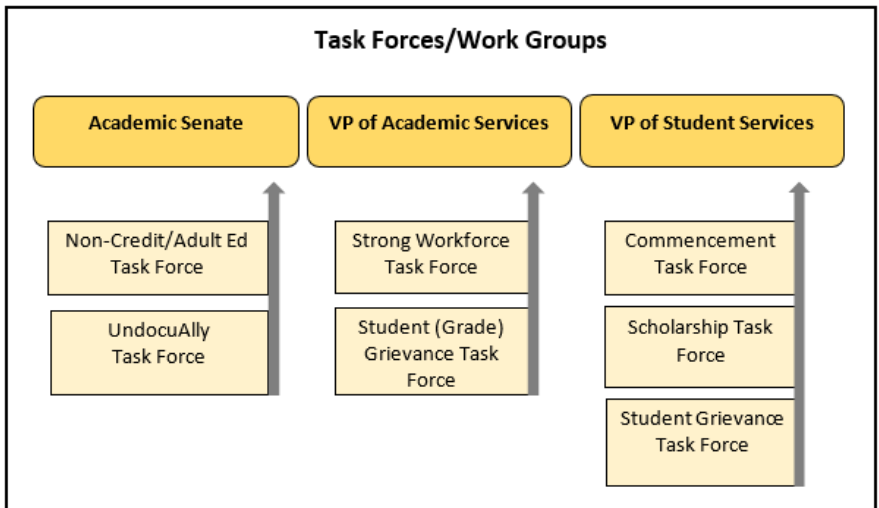
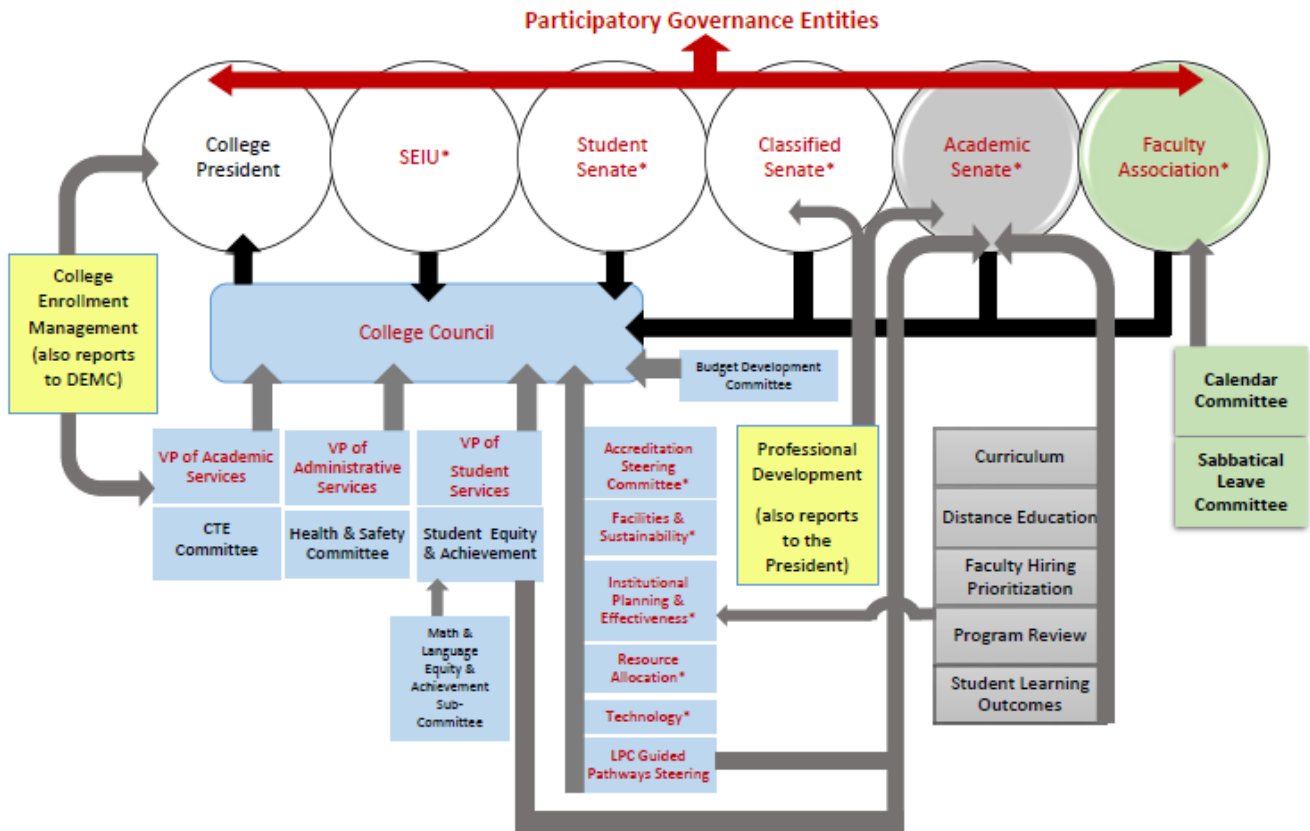
### **User Groups**

User Groups work with the vendors of the bookstore, food services, or other areas. They recommend policies and general procedures involving the vendor-operated areas and work with vendors to solve service situations or problems and to make improvements. Meetings are called as needed by the Administrator in charge.

# LPC Committees and Reporting Structure

(Does not include District Committees)

LPC Committee Structure & Shared Governance Chart



\*Reports to College Council