

## **SGC Sub-Committee Charges for 11-12**

### **Sustainability Committee**

- Establish a purpose and related goals and objectives for the Sustainability Committee.
- Research effective practices of sustainability which are replicable at LMC.
- Develop, implement and assess sustainability activities on campus, including but not limited to: a Recycling Program and Earth Day Activities.
- Effectively inform students and staff about campus sustainability activities in which they can participate.

### **Safety Committee**

- Continue to develop, implement and effectively communicate the emergency Evacuation Plan for the Pittsburg campus and Brentwood Center. (11-12 and 12-13)

Ongoing Assignment based on prior year(s) charge:

- Continue to assess and improve evening safety on campus.

### **Institutional Development for Equity and Access (IDEA) Committee**

- Continue to analyze and update the existing Student Equity Plan with an institutional-wide perspective and integrate CUE principles into the report.
- Continue to coordinate the Center for Urban Education (CUE) and Equity Scorecard projects with a focus on the transfer process, and continue their integration into college planning, research and operations.
- Develop operating procedures and activities for an effective campus Equal Employment Opportunity Committee and determine if the EEO Committee will be the IDEA committee or a sub-committee of IDEA.

### **Planning Committee**

- Develop and lead a process to create a Strategic Plan in alignment with the new District-wide Strategic Plan.
- Re-address the existing planning processes to ensure they are aligned with the new college Strategic Plan.

Ongoing Assignment based on prior year(s) charge:

- Continue to assess/review the annual planning process, including use of SharePoint.

## **Professional Development Advisory Committee (PDAC)**

- Create and begin a three-year Strategic Plan, including self-assessment, in alignment with the new District-wide Strategic Plan and College Strategic Plan.
- Increase opportunities to connect with all Professional Development Initiatives on campus.
- Identify and inform the campus about internal and external Professional Development activities and opportunities.
- Recommend resource allocations for the Professional Development activities to the Shared Governance Council.

### Ongoing Assignment based on prior year(s) charge:

- Continue to develop new Professional Development activities for faculty, classified staff and managers.
- Continue to develop operating procedures for the Professional Development program.
- Recommend resource allocations for professional development program activities to the SGC.
- Continue to identify and inform the campus about Professional Development activities and opportunities.

## **Technology Advisory Committee (TAG)**

- Continue to complete a Macintosh Users Plan and research the need for Mac support and an open Mac lab.
- Continue to review Wi-Fi coverage in consultation with the District-wide Telecom Infrastructure Upgrade Project.
- Continue to review the Technology Plan with the campus community and determine what elements of the Tech Plan need attention.

### Ongoing Assignment based on prior year(s) charge:

- Continue to review instructional software purchase processes, customer service and lab imaging.

## **Teaching Learning Project (TLP)**

- Continue to create and implement a college-wide work plan and timeline for on-going assessment of Institutional, Program and Course level SLOs and related professional development to meet the accreditation timelines.
- Continue to produce an expanded TLP “position paper”, including structures, responsibilities and succession plans.
- Continue to report Assessment progress through quantitative and qualitative outcome findings related to ISLOs, PSLOs, and CSLOs to the campus community each semester
- Continue to evaluate the effectiveness of TLP.