**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 todevelop, 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.

/ SGC Sub-committee Charges 11-12