



2010 – 2011

SHARED GOVERNANCE COMMITTEE BOOK

Standing Committees

Administrative Reclassification and Entitlement Review Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Information Technology, Vice President of Business Services, Vice President of Student Services, Vice President of Human Resources and Employee Relations, one faculty member appointed by the Academic Senate, one faculty member appointed by the San Joaquin Delta College Teachers Association, one classified member appointed by the Classified Senate, one classified member appointed by the California School Employees Association, one classified member appointed by the San Joaquin Delta College Peace Officers Association, and one student. Executive Secretary: Vice President of Human Resources and Employee Relations

Committee Responsibilities: Review and make recommendations concerning requests for new administrative position entitlements. Review and make recommendations concerning requests for reclassification of existing administrative position entitlements. (Recommendations are forwarded to Planning and Budget Committee for funding.)

Advisory Relationships: President's Council

Membership: Kathy Hart, Lee Belarmino, Vacant VP Business Services, Trudy Walton, Vince Brown, JoAnn Cataldo (AS, 2009-2011), Faculty (CTA), Kristine Huerta (CS, 2010-2012), Jon Townsend (CSEA, 2010-2011), (POA), (ASBG)

Campus Health and Safety Committee

Committee Composed of: Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, Director of Police Services & Public Safety, Director of Facilities Management, Health Sciences Division Dean, Director of Student Support Services, Director of Employee Services and Loss Control, two faculty members, Health Unit Clerk, two other classified members (one appointed by the Classified Senate and one appointed by the California School Employees Association), two students. Executive Secretary: Vice President of Student Services

Committee Responsibilities: Develop and recommend health, wellness, and safety related educational programs for staff and students. The Campus Health and Safety Committee shall develop and monitor college policies and procedures related to the maintenance of a safe campus environment and review matters related to the health and wellness of students and staff of the college. The committee shall regularly gather input from students and staff on the status of the college with respect to health and safety issues, and propose changes in policy/procedure consistent with the maintenance of a safe and healthy campus environment. The committee will also develop annual plans for in-service training and other staff and student development activities, which support a safe campus.

Advisory Relationships: President's Council for policy recommendations.

Membership: Trudy Walton, Matt Wetstein, Jared Zwickey, Maria Baker, Karen Ippilito, Danita Scott-Taylor, Vince Brown, Shelba Durston (AS, 2010-2012), Debra Louie (AS, 2010-2012), Health Unit Clerk, Jim Bock (CS, 2010-2012), Thomas Tuzinowski (CSEA, 2010-2011), (ASBG), (ASBG)

Campus Information Services Committee

Committee Composed of: Vice President of Business Services, Assistant Superintendent/Vice President for Instructional Services, Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, Vice President of Information and Technology, Library, Learning Resources, & Language Arts Division Dean, one division dean, three faculty members, three classified members (one appointed by the Classified Senate and two appointed by the California School Employees Association), three students. Non-Voting Members: Director of Technical Services. Executive Secretary: Vice President of Information Technology or his/her designee

Committee Responsibilities: Review and make recommendations concerning the effective use of computer and telecommunications resources to accomplish college administrative and instructional objectives. Assist in development of long range plans for computers and telecommunications equipment and infrastructure. Make recommendations concerning major purchases of computer or telecommunications hardware and/or software. Review and make recommendations on matters affecting academic computing and the college. Evaluate proposals for faculty computer workstations. Review and respond to technical feasibility studies completed by Information Services for capital outlay purchases of computer equipment in the academic area. Provide input on related academic computing issues as requested by the Vice President for Instructional Services.

Advisory Relationships: President's Council

Membership: Vacant VP Business Services, Kathy Hart, Trudy Walton, Matt Wetstein, Lee Belarmino, Joe Gonzales, Hazel Hill (MS, 2009-2011), Debra Louie (AS, 2010-2012), Faculty (AS), Faculty (AS), Robert DiPiero (CS, 2010-2012), Michael Kilgore (CSEA, 2010-2011), Alyssa Nguyen (CSEA, 2010-2012), (ASBG), (ASBG), (ASBG), Dave Sartain

Standing Committees

Classified Classification and Reclassification Review Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Business Services, Vice President of Student Services, Vice President of Human Resources and Employee Relations, two classified members appointed by the Classified Senate, two classified members appointed by the California School Employees Association, Chapter #359. Executive Secretary: Vice President of Human Resources and Employee Relations

Committee Responsibilities: The Classification & Reclassification Committee (CRC) considers the following: (1) proposed reclassifications within existing classifications, (2) any changes in the job description of a classification, (3) establishment of a new job classification, including the corresponding job description and salary range, (4) a change in job title, and (5) abolishment of an existing classification.

Advisory Relationships: President's Council

Membership: Kathy Hart, Vacant VP Business Services, Vince Brown, Patty Nielsen (CS, 2010-2011), Esmeralda Gomez (CS, 2010-2012), Kristy Sime (CSEA, 2010-2011), Dana Baker (CSEA)

College Diversity Committee

Committee Composed of: Vice President of Human Resources and Employee Relations, Director of Outreach and Community Relations, one division dean/director, Director of Student Support Services (as an expert on services for the disabled), Director of Student Activities, three faculty members, two classified members (one appointed by the California School Employees Association and one by the Classified Senate), two students, two community representatives. The committee membership shall include at least one each from the following categories: Asian/Pacific Islander, African-American, Hispanic, women, disabled, senior citizens, and veterans. Committee members may represent more than one category. Employees of the District may not serve as community representatives. Executive Secretary: Vice President of Human Resources and Employee Relations

Committee Responsibilities: Monitor and review matters related to the development and implementation of the District's staff diversity/affirmative action program for staff and students, including equity issues, and evaluate progress toward affirmative action goals. Make recommendations for the promotion of equal employment and educational opportunity within the college. Monitor achievement of goals of the Student Equity Plan. Submit recommendations on student equity to the Matriculation and Student Access Committee as appropriate.

Advisory Relationships: Vice President of Human Resources and Employee Relations

Membership: Vince Brown, Trudy Walton, Jazmin Amen (MS, 2009-2011), Danita Scott-Taylor, Solyn Laney, Jerry Hinayon (AS, 2009-2011), Ramon Sewnath (AS, 2010-2012), Faculty (AS), Brianna Hays (CS, 2010-2012), Thomas Tuzinoski (CSEA, 2010-2011), (ASBG), (ASBG)

Community Representatives: (1), (2)

Cultural Awareness Programs (CAP) Committee

Committee Composed of: Minimum of five faculty members (three appointed by the Academic Senate and two by California Teachers Association), Director of Student Activities; two classified members (one appointed by the California School Employees Association and one appointed by the Classified Senate), and two student representatives (appointed by the Associated Student Body Government). It is expected that appointments to this committee will attempt to reflect the diversity of the District community. Executive Secretary: Dean of General Education and Transfer

Committee Responsibilities: Help to create an environment in which cultural awareness leads to the understanding and valuing of diversity at San Joaquin Delta College. Produce programs in alignment with the goals of the SJDC Student Equity Plan, especially in relation to the campus climate. Collaborate with campus, local, and regional groups to plan, fund, and produce educational events and programs to meet identified needs. Seek funding for CAP programs and produce annual report of program outcomes.

Advisory Relationships: President's Council

Membership: Patricia Hamer (AS, 2010-2012), Martha Villarreal (AS, 2010-2012), Pedro Ramirez (AS, 2010-2012), Faculty (CTA), Faculty (CTA), Solyn Laney, James Forté (CS, 2010-2011), Tiffany Carnillo (CSEA, 2010-2012), (ASBG), (ASBG),

Standing Committees

Curriculum Committee

Committee Composed of: First Vice President, Academic Senate as its chairperson, the Student Learning Outcomes Coordinator, Chair, Distance Education Committee, Articulation Officer, and six faculty members appointed by the Academic Senate President (two, Career Technical Education, two, General Education, one Librarian, and one Counselor, with no more than one member from any division), Assistant Superintendent/Vice President for Instructional Services, Dean of General Education and Transfer, Dean of Workforce and Economic Development, and one student, appointed by the Associated Student Body Government, who shall be a non-voting member. Executive Secretary: Academic Senate First Vice President

Committee Responsibilities: 1. Advise on planning and coordinating of curriculum development to include course classification, certificate and degree programs, general education transfer programs, credit, non-credit, and not-for-credit courses, and recommend approval of all certificate, degree, and/or course revisions and new certificates, programs, and/or courses; 2. Evaluate requests and authorize examinations for students who wish to receive credit by examination; 3. Advise on support services required for instructional needs including, but not limited to, Library Services and Academic Computing; 4. Coordinate short-term and long-range curricular and instructional planning; 5. Ensure consistency of operation with district and/or state-wide policies and regulations; 6. Recommend instructional policies and procedures; 7. Advise on articulation matters; and, 8. Review and verify student learning outcomes and assessments for courses and programs and ensure alignment with institutional student learning outcomes.

Advisory Relationships: Academic Senate

Membership: Jeanne Marie Velickovic (AS, 2010-2012), Janice Takahashi, DEC, Jack Saunders, Sonia Flanders (AS, 2010-2012), Ginger Holden (AS – 2010-2012), Linda Peabody (AS, 2010-2012), Grant Narita (AS, 2009-2011), Jennie Noriega (AS, 2009-2011), Christopher Williams (AS – 2010-2012), Kathy Hart, Charles Jennings, Hazel Hill, (ASBG)

Delta Innovation and Sustainability Committee

Committee Composed of: Superintendent/President, Dean of Planning, Research, and Institutional Effectiveness, Maintenance/Energy Manager, three managers appointed by the Management Senate, four students appointed by ASBG, four classified members (two appointed by the Classified School Employees Association and two appointed by the Classified Senate), and four faculty members appointed by the Academic Senate. Executive Secretary: a manager designated by the Superintendent/President. Ex Officio members are a community representative named by the Superintendent/President.

Committee Responsibilities: Review and make recommendations concerning the conservation of energy and other resources and the implementation of sustainability practices that impact both the College and the wider community. Promote and nurture new patterns of thinking about college operations, college practices, college learning programs and support services, and the relation of the College to the local community. Develop a comprehensive plan to achieve climate neutrality. Create institutional structures and identify resources to guide and support the implementation of the comprehensive plan. Complete an inventory of all greenhouse gas emissions and update that inventory at least once every two years. Foster the development of curriculum that raises awareness about climate neutrality and sustainability and that offers a career path to employment in “green” technologies. Review the status of and develop objectives related to improving and maintaining the “green infrastructure” of the College. Provide periodic progress reports on the accomplishments of the committee.

Advisory Relationship: President’s Council

Membership: Susan Cota, Matt Wetstein, Mark Showers, (MS), (MS), (MS), (ASBG), (ASBG), (ASBG), Alyssa Nguyen (CS, 2010-2012), Sabrina Rodriguez, (CS), (CSEA), (CSEA), (AS), (AS), (AS), (AS)

Enrollment Management Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, Director of Admissions and Records, Director of Financial Aid and Veteran Services, one Division Dean/Director, President of the Academic Senate, Dean of Counseling and Special Services, Student Success Coordinator, Supervisor of Computer Applications, Enrollment Management Specialist, three faculty members, three counselors (DSPS, EOPS, one general counselors), one classified member, one student. Executive Secretary: Assistant Superintendent/Vice President for Instructional Services

Committee Responsibilities: Review issues related to enrollment management, the marketing of the District’s programs, and the recruitment of students.

Advisory Relationships: District personnel with responsibility for enrollment management and to the President's Council

Membership: Kathy Hart, Trudy Walton, Matt Wetstein, Catherine Mooney, Denise Donn, Bill Fellner (MS, 2009-2011), Diane Oren, Decelia Nunnally, Janice Takahashi, Matt Coombs, Melissa Green, Nina O’Connell (AS), Faculty (AS), Stacey Bagnaso (AS, 2010-2011), Clarence Louie (AS – 2010-2012), Bruce Eigbrett (AS, 2010-2012), William Story (AS, 2010-2010), (AS), Ariana Gonzales (CSEA, 2010-2012), (ASBG)

Standing Committees

Facilities Planning Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Business Services, Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, one Division Dean/Director, Director of Student Support Services (as an expert on access standards for the disabled), Director of Facilities Management, Maintenance/Energy Manager, two faculty members, two classified members (one appointed by the California School Employees Association and one by the Classified Senate), two students. Executive Secretary: Vice President of Business Services

Committee Responsibilities: Review and make recommendations regarding long-range facilities plans for the District. Review campus facility usage and make recommendations with regard to all facilities construction, remodeling and/or renovation proposals. Review and make recommendations concerning matters related to the aesthetic beauty of the District campuses. Review matters concerning vehicle parking and traffic access on the District campuses. Make recommendations for changes to campus parking regulations as necessary. Make recommendations concerning special staff parking permits.

Advisory Relationships: President's Council

Membership: Kathy Hart, Michael Hill, Trudy Walton, Matt Wetstein, Salvador Vargas (MS, 2009-2011, Denita Scott-Taylor, Maria Baker, Diane Oren (AS, 2010-2012), Susan Kidwell (AS, 2010-2012), Janet Pedersen (CS, 2010-2011), Claudia Mackey (CSEA, 2010-2012), (ASBG), (ASBG)

Financial Aid Committee

Committee Composed of: Two faculty members, two managers, two classified members (one appointed by the California School Employees Association and one appointed by the Classified Senate), and two students. Executive Secretary: Director of Financial Aid and Veteran Services

Committee Responsibilities: Reviews and makes recommendations concerning financial aid matters and the award of college-administered scholarships.

Advisory Relationships: President's Council

Membership: Karen Millsop (AS, 2009-2011), James Leach (AS, 2010-2012), Cassandra Hernandez-Vives (MS, 2009-2011), (MS), Georgina De Los Angeles (CS, 2010-2012), Tasha Dixon (CSEA, 2010-2011), (ASBG), (ASBG)

Matriculation and Student Access Committee

Committee Composed of: Assistant Superintendent/Vice President of Instructional Services, Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, Dean of Workforce and Economic Development, Dean of General Education and Transfer, Dean of Counseling and Special Services, Division Deans: Agriculture, Science & Mathematics; Library, Learning Resources & Language Arts, Director of Student Support Services, Assessment Instructor, at least seven other faculty [including at least one each from English, Reading/English-as-a-Second-Language (ESL), Mathematics, and Counseling disciplines], Director of Admissions and Records, Chair, Curriculum Committee, Matriculation Support Specialist, at least two other classified members (one appointed by the Classified Senate and one by the California School Employees Association), and two students. Executive Secretary: Dean of Counseling and Special Services

Committee Responsibilities: Review and make recommendations concerning matters of student assessment/placement, matriculation, and student access. Suggest changes in the assessment/placement process and make recommendations regarding student counseling/follow-up process as it pertains to matriculation. Review/update the District matriculation/student equity plan to assure institutional compliance with matriculation component standards and institutional goals related to student equity.

Advisory Relationships: President's Council

Membership: Kathy Hart, Trudy Walton, Matt Wetstein, Hazel Hill, Charles Jennings, Delecia Nunnally, William Fellner, Joe Gonzales, Danita Scott-Taylor, Pat Caffrey, Paula Sheil (AS, 2010-2012, English), Diane Oren (AS, 2009-2011, ESL), Kindra Beale (AS, 2010-2012, Mathematics), Sharmilla Nathaniel (AS, 2009-2011, Counseling), Pamela Pan (AS, 2010-2012), Janice Takahashi (AS, 2009-2011), Dan Baker (AS, 2009-2011), Catherine Mooney, Jeanne Marie Velickovic (Curriculum Committee Chair), Cynthia Gatlin, Robin Sadberry (CS, 2010-2012), Brianna Hays (CSEA, 2010-2011), (ASBG), (ASBG)

Standing Committees

Parking Committee

Committee Composed of: Director of Police Services & Public Safety, two managers, two faculty members, two classified members, one POA member, one Campus Police Sergeant, two students designated by the Associated Student Body Government, the Director of Student Support Services, and the ADA Compliance Officer. Executive Secretary: Director of Police Services & Public Safety

Committee Responsibilities: Review and formulate general and master plans for on and off-campus parking. Create and review guidelines for non-ADA-related requests for special parking arrangements or consideration.

Advisory Relationships: Facilities Planning Committee

Executive Secretary: Director of Police Services & Public Safety

Membership: Jared Zwickey, (MS), (MS), (AS), JoAnn Cataldo (AS, 2010-2012), (CS), (CSEA), (POA), Sergeant, (ASBG), (ASBG), Denita Scott-Taylor, ADA Compliance Officer

Planning and Budget Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Business Services, Vice President of Student Services, Dean of Planning, Research, and Institutional Effectiveness, Director of Finance, one manager (appointed by the Management Senate), two faculty members, two classified members (one appointed by the California School Employees Association and one appointed by the Classified Senate), and two students. Non-voting members: representative from the San Joaquin Delta College Teachers Association, representative from the California School Employees Association, representative from the San Joaquin Delta College Police Officers Association. Co-Executive Secretaries: Dean of Planning, Research, and Institutional Effectiveness and Director of Finance

Committee Responsibilities: Review matters relating to planning for the District. Develop, review, and recommend strategic and operational planning documents for the District. Coordinate and review program recommendations related to funding based on the regular schedule of program reviews. Oversee development of a recommended annual District budget. Review and make recommendations concerning matters related to the budget. Assure coordination between planning and budgeting.

Advisory Relationships: President's Council

Membership: Kathy Hart, Mike Hill, Trudy Walton, Matt Wetstein, Director of Finance, Charles Jennings (MS, 2009-2011), (AS), (AS), Amal Elayyan (CS, 2010-2011), Debora Hernandez (CSEA, 2010-2012), Diane Oren (ASBG, 2010-2012), (ASBG)

Non-Voting Members:

Jeff Hislop, CTA
Dana Baker, CSEA
Craig Wood, POA

Policy and Procedures Review Committee

Committee Composed of: Assistant Superintendent/Vice President for Instructional Services, Vice President of Student Services, a manager designated by the President, Chairperson of the Management Senate, President and Second Vice President of the Academic Senate, President and First Vice President of the San Joaquin Delta College Teachers Association (SJDCTA), President of the Classified Senate, President and First Vice President of the California School Employees Association, Chapter #359, President of the San Joaquin Delta College Police Officers Association, two students. Executive Secretary: A manager designated by the President

Committee Responsibilities: Review suggestions for additions and changes to the San Joaquin Delta College Board of Trustees Policies and Procedures Manual. Solicit and review comments from other college committees, offices, and groups, regarding policy proposals. Recommend changes to the Policies and Procedures Manual as appropriate.

Advisory Relationships: President's Council

Membership: Kathy Hart, Trudy Walton, Matt Wetstein, Diane Oren, Joe Bisson, Jeff Hislop, Steve Schermerhorn, Nicolette George, Dana Baker, Jeff Kay, Craig Wood, (ASBG), (ASBG)

Standing Committees

President's Council

Committee Composed of: Superintendent President, Assistant Superintendent/Vice President of Instructional Services, Vice President of Business Services, Vice President of Student Services, Vice President of Human Resources and Employee Relations, Vice President of Information Technology, Dean of Planning, Research, and Institutional Effectiveness, President of the Academic Senate, President of the Management Senate, President of the Classified Senate, President of the California Teachers Association, President of the California School Employees Association, President of the Police Officers Association, President of the Associated Student Body Government, two students

Committee Responsibilities: Provide a community forum for all members of the college community regarding academic, student services, business services, human resources and employee relations, information services, planning and institutional research. Review bimonthly Board of Trustees agenda including all hiring, reclassifications, and separations. Review an annual and long-range enrollment management plan for the college and an annual enrollment management report. Review an annual institutional research agenda for the College and an annual institutional research report. Assist in the development of measures of institutional effectiveness and strategic goals and monitor progress toward their attainment at least annually. Review and affirm the work of the following committees on a regular basis: Planning and Budget, Facilities Planning, and Policies and Procedures Review. Review plans for meeting accreditation responsibilities and final draft of accreditation reports. Review reports from all governance committees on an annual basis.

Advisory Relationships: Superintendent/President

Membership: Kathy Hart, Michael Hill, Trudy Walton, Vince Brown, Lee Belarmino, Matt Wetstein, Diane Oren, Catherine Mooney, Nicolette George, Jeff Hislop, Dana Baker, Craig Wood, Patrice Burke

Program Review Committee

Committee is composed of “floating membership” based on the program under consideration as follows:

Instructional Program Reviews: Assistant Superintendent/Vice President of Instruction, Dean of General Education and Transfer or Dean of Workforce Development (depending on program under consideration), Dean of Planning, Research, and Institutional Effectiveness, one Division Dean appointed by the Vice President of Instruction, Second Vice President of the Academic Senate, Four faculty members appointed by the Academic Senate President, and one student appointed by the ASB President. Executive Secretary: Dean of Planning, Research and Institutional Effectiveness.

Student Services Program Reviews: Vice President of Student Services, Dean of Counseling and Special Services, Management Senate President or designee, Dean of Planning, Research and Institutional effectiveness, Classified Senate President or designee, CSEA President or designee, four faculty from the student services and/or library and learning resources programs appointed by the Academic Senate president, and one student appointed by the ASB President. Executive Secretary: Dean of Planning, Research and Institutional Effectiveness.

Administrative Services Program Reviews: Vice President of Business Services, Vice President of Human Resources and Employee Relations, Vice President of Information Services, Dean of Planning, Research and Institutional Effectiveness, Management Senate President or designee, CSEA President or designee, Classified Senate President or designee, one faculty member appointed by the Academic Senate President, one student appointed by the ASB President. Executive Secretary: Dean of Planning, Research and Institutional Effectiveness.

Committee Responsibilities: Assist in the development of a regular cycle of program review and student learning outcomes assessment. Receive draft program review documents and provide direction to working groups completing program reviews. Consolidate program review recommendations for consideration at the Planning and Budget Committee. Provide recommendations on how best to integrate program review recommendations with annual budget development, technology, supplies, materials, and staffing requests.

Advisory Relationships: Advisory to the Planning and Budget Committee.

Standing Committees

Staff Development Committee

Committee Composed of: Secretary of the Academic Senate (Faculty Professional Growth chair), two faculty members appointed by the Academic Senate, three classified members (one appointed by the Classified Senate, two appointed by CSEA including the Classified Professional Growth Committee chair), three managers appointed by the Management Senate, Professional Development Instructor

Ex-Officio Members: Professional Development Coordinator and the Online Instructional Support Coordinator - staff to the committee, Vice President for Human Resources and Employee Relations and the Assistant Superintendent/Vice President of Instructional Services, Dean of Planning, Research, & Institutional, Ex-Officio Members and Co-Executive Secretaries

Committee Responsibilities: Serve as overall coordinating committee for the District's staff development programs. Review needs and develop recommendations regarding college-wide staff development programs. Develop and maintain the college's Staff Development Plan.

Advisory Relationships: President's Council

Membership: Jeanne Marie Velickovic (AS, 2010-2012), Evelyn Chapman (AS, 2010-2012), Stella Alonzo (AS, 2009-2011), Nicolette George (CS), Dana Baker (CSEA), (CSEA), Catherine Mooney (MS, 2009-2011), Sharon Dageling (MS, 2009-2011), (MS), Professional Development Director

Staff Social Committee

Committee Composed of: Three faculty members, three classified members (one appointed by the Classified Senate and two appointed by the California School Employees Association), and three administrators. Executive Secretary: Director of Public Information and Marketing

Committee Responsibilities: Plan, develop, and assist with organizing social events and activities to bring together faculty and staff in informal social gatherings.

Advisory Relationships: President's Council

Membership: Gary Carlos (AS, 2009-2011), Brian Kendrick (AS, 2010-2012), (AS), Joyce Giovanetti (CS, 2010-2012), Melissa Green (CSEA, 2010-2012), Debora Hernandez (CSEA, 2010-2011), Gil Vanover (MS, 2009-2011), (MS), (MS)

Ad Hoc Committees

Construction Review

Committee Composed of: Two Board members, Assistant Superintendent/Vice President of Instructional Services, Vice President of Business Services, Vice President of Information Technology, Director of Facilities Management, Director of Outreach and Community Relations, Director of Police Services & Public Safety, five consultants. Executive Secretary: Vice President of Business Services

Committee Responsibilities: Review the status of projects on campus relating to the construction of the General Plant.

Advisory Relationships: Vice President of Business Services and the Superintendent/President

Membership: Board Member, Board Member, Kathy Hart, Michael Hill, Lee Belarmino, Maria Baker, Trudy Walton, Jared Zwickey, Consultant, Consultant, Consultant, Consultant

Employee Health Insurance Review

Committee Composed of: Vice President of Business Services, Vice President of Human Resources and Employee Relations, President of San Joaquin Delta Teachers Association, President of California School Employees Association, Chapter #359, President of San Joaquin Delta College Police Officers Association, representative of Confidential Employees, one classified member.

Committee Responsibilities: Reviews the College's employee health insurance costs and benefits. Recommends changes in coverage where appropriate.

Advisory Relationships: Superintendent/President

Membership: Michael Hill, Vince Brown, Jeff Hislop, Dana Baker, Craig Wood, Confidential, Beverly Dierking (CS, 2010-2012)

Heritage

Committee Composed of: President of the Board of Trustees, Vice President of the Board of Trustees, Clerk of the Board of Trustees, Superintendent/President, President of the Academic Senate, President of the Classified Senate, Chair of the Management Senate, President of the Associated Student Body, Community representative appointed by the President of the Board of Trustees.

Executive Secretary: Appointed by the Superintendent/President

Committee Responsibilities: The Heritage Committee will review applications and make recommendations on the naming of facilities, plantings, trees, and the placement of memorial plaques and other monuments. An appropriate facility is defined as an entire building, a definable portion of a building, grounds and landscaping (such as gardens, ponds, fountains, trees), athletic fields, and outdoor gathering spaces (courtyards, plazas, quads, or similar areas).

Advisory Relationships: Board of Trustees

Membership: Teresa Brown, Janet Riveria, C. Jennet Stibbens, Superintendent/President, Diane Oren, Nicolette George, Catherine Mooney, Patrice Burke, Community Rep

Ad Hoc Committees

Instructional Specially Funded Allocation

Committee Composed of: Two Instructional Deans, one Division Dean/Director or Assistant Division Chairperson/Assistant Director from each instructional division, one Student Services Manager (appointed by the Vice President of Student Services), one faculty member from each instructional division (appointed by the Academic Senate), one student (appointed by the Associated Student Body), and the Business office staff member assigned to the instructional and information services budget responsibilities. Executive Secretary: Dean of Work Force & Economic Development

Committee Responsibilities: Review and make recommendations on issues related to resource allocation and planning for instructional purposes including instructional capital outlay fund allocation and expenditure, vocational education fund allocation and expenditure, and equipment purchase, replacement, and reallocation plans. Investigate and pursue opportunities for grants and other special funds.

Advisory Relationships: Assistant Superintendent/Vice President of Instructional Services

Membership: Hazel Hill, Charles Jennings, Bill Fellner, Salvador Vargas, Meryl Wamhoff, , Mary Ann Paz, Karen Ippolito, Paul Kuehn, Joe Gonzales Delicia Nunnally

Legislative Advocacy Team

Team Composed of: Representatives from the Board of Trustees, managers, faculty, classified staff, and students. Executive Secretary: President's Designee

Team Responsibility: Review and advocate for or against current state and federal legislation affecting San Joaquin Delta College Community College District.

Advisory Relationships: Board of Trustees

Membership: Board Rep, (MS), (AS), (CS), Janice Takahashi (AS, 2010-2012)

United Way

Committee Composed of: Director of Student Activities, Public Information and Marketing Officer, one certificated manager, one classified manager, one faculty member, one classified staff member, United Way Loaned Executive, volunteer staff. Executive Secretary: Public Information and Marketing Officer

Committee Responsibilities: Coordinates the annual United Way campaign on the Delta College campus.

Advisory Relationships: President's Council

Membership: Solyn Laney, Vacant PIO, Gillian Murphy (MS, 2009-2011), (CSEA), United Way Loaned Officer, Volunteer

Adjudication Panels

Matriculation Appeals Panel

Panel Composed of: Division Deans: Arts & Communication, Agriculture, Science & Mathematics, Counseling & Special Services, Registrar, Curriculum Committee Chairperson, three faculty members, and one student. The panel shall, at its discretion, consult with faculty, division deans, or other individuals with appropriate expertise.

Executive Secretary: Dean of Guidance & Counseling

Panel Responsibilities: Review appeals of matriculating requirements for prerequisites, corequisites, limitations on enrollment, admissions, orientation, assessment counseling advisement, and student follow-up. Provide summary reports on matriculation appeals as appropriate. The Matriculation Appeals Panel shall conduct its proceedings in accordance with the following:

1. The panel shall judge the relevancy of evidence and make its findings according to the evidence.
2. The panel shall make recommendations for the disposition of the petition and maintain records of all petitions and appeals.
3. The decision of the panel shall be final. The committee chairperson shall notify the student and the matriculation coordinator, the Assistant Superintendent/Vice President for Instruction and Information Services, the Vice President of Student Services, or the Curriculum Committee Chairperson, as appropriate, of the decision of the panel.

Advisory Relationships: Matriculation Coordinator, the Assistant Superintendent/Vice President of Instructional Services, the Vice President of Student Services, and the Curriculum Committee chairperson

Membership: Meryl Wamhoff, Bill Fellner, Delecia Nunnally, Karen Sea, Jeanne Marie Velickovic (AS, 2010-2012), Chris Barker (AS, 2009-2011), Lillian Rich (AS, 2009-2011), Cheuyengther Xiong (AS, 2009-2011), (ASBG)

Parking Adjudication Panel

Panel Composed of: Director of Police Services & Public Safety, one other manager, one faculty member, one classified member, one student.

Executive Secretary: Director of Police Services & Public Safety

Panel Responsibilities: Review and determine disposition of appeals to citations for violation of campus parking regulations.

Advisory Relationships: Advisory to the Director of Police Services and Public Safety

Membership: Jared Zwickey, (MS), (AS), Patty Nielsen (CS, 2010-2012), (AS)

Student Personnel and Conduct Panel

Panel Composed of: Two managers, two faculty members, two classified members, and two students. Executive Secretary: Vice President of Student Services

Panel Responsibilities: Serve as formal hearing panel for student grievances and student disciplinary matters in accord with the District's policies and procedures related to standards of conduct and student rights and grievances. Serve as hearing panel for appeals of final decisions of the Financial Aid Director regarding financial aid. Review student petitions for variation or exception to existing administrative procedures.

Advisory Relationships: Vice President of Student Services

Membership: Tiffanie Panella (MS, 2009-2011), (MS), David Terry (AS, 2009-2011), Bill Feraiolo (AS, 2010-2012), Connie Martinez (CSEA, 2010-2011), (CS), (ASBG), (ASBG)

Councils, Senates & Cabinets

Division Deans Council

Council Composed of: Assistant Superintendent/Vice President for Instructional Services (Chairperson), Dean for Planning, Research and Institutional Effectiveness, Dean for Work Force and Economic Development, Dean for General Education and Transfer, Division Deans: Agriculture, Science & Mathematics; Applied Science, Business & Technology; Arts & Communication; Athletics/Physical Education, Recreation & Athletics; Health Sciences; Humanities, Social Science & Education; Library, Learning Resources, & Language Arts
Director of Counseling & Special Services, Director of Student Support Services
Coordinator of Academics

Council Responsibilities: Review matters related to academic programs of the College. Recommend policy and/or program changes as appropriate.

Advisory Relationships: Advisory to the Assistant Superintendent/Vice President for Instructional Services

Membership: Kathy Hart, Assistant Superintendent/Vice President of Instructional Services, Matt Wetstein, Hazel Hill, Charles Jennings, Bill Fellner, Salvador Vargas, Meryl Wamhoff, Mary Ann Paz, Karen Ippolito, Paul Kuehn, Joe Gonzales, Delicia Nunnally, Danita Scott-Taylor, Matt Coombs

Student Services Council

Council Composed of: Vice President of Student Services, Admissions & Records Director, Registrar, Bookstore Director; Police Services & Public Safety Director, Career/Transfer Center Supervisor, Counseling & Special Services Director, Student Support Services Director, Financial Aid & Veterans Services Director, Financial Aid & Veterans Services Assistant Director, Financial Aid & Veterans Services Project Coordinator, Food Services Manager, Outreach & Community Relations Director, Student Activities Director

Council Responsibilities: The Vice President of Student Services meets weekly with the Student Services' department managers to share information between programs and facilitate communication between the departments and the District administration.

Advisory Relationships: Vice President of Student Services

Membership: Trudy Walton, Catherine Mooney, Karen Sea, Vacant Bookstore Director, Jared Zwickey, Jazmin Amen, Delicia Nunnally, Danita Scott-Taylor, Denise Donn, Tina Lent, FA Project Coordinator, Fidel Cabuena, Solyn Laney

Councils, Senates & Cabinets

Academic Senate

Senate Composed of: Faculty by election

Senate Responsibilities: Review matters relating to academic programs and services of the College.

Advisory Relationships: Advisory to the Superintendent/President and the Board of Trustees

OFFICERS

2010 – 2012

Diane Oren, President

Jeanne-Marie Velickovic, 1st Vice President

Joe Bisson, 2nd Vice President

Evelyn Chapman, Secretary

Rudy Willey, VP/Adjunct Faculty

Mary Jo Zimmerman, Parliamentarian

Jeff Hislop, CTA President

Senators

Councils, Senates & Cabinets

Classified Senate

Senate Composed of: President, Vice President, and Secretary representing classified employees at-large, and one classified employee representing each of the following areas; Office Services, Paraprofessional, Special Services, and Maintenance/Operations. Non-Voting Member: President, California School Employees Association Chapter #359

Senate Responsibilities: Reviews suggestions for additions and changes to the San Joaquin Delta Community College Board of Trustees Policies and Procedures Manual and recommends changes as appropriate. Appoints members to represent classified employees on college committees.

Advisory Relationships: Advisory to the Superintendent/President

OFFICERS

Nicolette George, President
Janet Pedersen, Vice President/Treasurer
Staci Miller, Secretary
Dana Baker, Non-voting Member

Senators

Administration, Sub-Group 1

James Forté
Public Information & Marketing, Instruction, Superintendent/President, General Education & Transfer, Planning & Research, Assessment, Title V, Workforce & Economic Development, and Business Management

Administration, Sub-Group 2

Suzanne Franco
Human Resource & Employee Relations, Academic Senate, Employees Services & Loss Control, Employment & Employee Relations, So. Campus at Mt. House, Professional Development Center, Small Business Development Center, Teacher Prep Pipeline, and Trio Grant

Business Services, Sub-Group 2

Debora Hernandez
Publication Center, Purchasing, Accounting, Finance Office, and Business Management

Business Services, Sub-Group 3 – Danielle Bartalotti
Operations

Information Services

Mike Kilgore
Information Technology, Computer Applications, Computer Operations, and Technical Services

Instructional Services, Sub-Group 1

Sharon Kaylor
TBD

Instructional Services, Sub-Group 2

Celia Rico-De La Rosa
TBD

Instructional Services, Sub-Group 3

Jeanne Hash
TBD

Instructional Services, Sub-Group 4

Reen Perez
Child Development Center
(Last Names A – L)

Instructional Services, Sub-Group 5

Reen Perez
(Last Names M – Z)

Student Services, Sub-Group 1

Susan Rodriguez
Student Services, Outreach & Community Relations, Admissions & Records, and Bookstore

Student Services, Sub-Group 2

Connie Martinez
Guidance & Counseling, Disability Support Programs & Services, and Extended Opportunity Programs & Services

Student Services, Sub-Group 3

Mario Vasquez
Campus Police, Food Services, and Student Activities

Student Services, Sub-Group 4

Kristine Huerta
Financial Aid

Councils, Senates & Cabinets

Management Senate

Committee Composed of: All managers of the college except the Superintendent/President, Assistant Superintendent/Vice President of Instructional Services, Vice President of Business Services, Vice President of Student Services

Senate Responsibilities: Reviews suggestions for additions and changes to the San Joaquin Delta Community College Board of Trustees Policies and Procedures Manual and recommends changes as appropriate. Appoints members to represent management employees on committees.

Advisory Relationships: Advisory to the Superintendent/President and Board of Trustees

Coordinating Council:

Catherine Mooney, Chair
Salvador Vargas, Vice Chair
Charles Jennings, Secretary
Linda Kelso, Treasurer
Janet Hagood, Member-at-Large

Councils, Senates & Cabinets

President's Cabinet

Cabinet Composed of: Superintendent/President, Assistant Superintendent/Vice President for Instructional Services, Vice President of Student Services, Vice President of Business Services, Director of Human Resources and Employee Relations, Director Public Information and Marketing, Dean of Planning, Research and Regional Education

Cabinet Responsibilities: Reviews items placed on the agenda for Board of Trustees Meetings.
Executive Secretary: President's Designee.

Membership: Susan Cota, Kathy Hart, Trudy Walton, Michael Hill, Vince Brown, Matt Wetstein
Lee Belarmino

Employee Bargaining Organizations

California School Employees Association Chapter 359

Executive Cabinet:

Elected Officers

President, Dana Baker

1st Vice President, Jeff Kay

2nd Vice President/Chief Job Steward, Connie Martinez

Secretary, Sarah Foster

Treasurer, Celeste Quinones

Chapter Public Relations Officer (CPRO), Michael Kilgore

Past President, Pat Putman

Negotiating Team:

Police Officers Association

Elected Officers:

Craig Wood, President

Jim Bock, Vice President

Brian Doty, Secretary/Treasurer

Non-Sworn Representative

CSO, Maurice Hayes

California Teachers Association

Elected Officers:

Jeff Hislop, President

Joe Bisson, First Vice President

Al Ortiz, Second, Vice President

Jeff Hislop, Secretary

Clarence Louie, Treasurer

Past President, Liz Blanchard

Ex-Officio Member: Janice Takahashi, Academic

Senate President

Committee Chairpersons:

JoAnn Cataldo, Membership

Tony Sedillo, Internal Management

Harry Mersmann, Professional Concerns

Mike Seelye, Employee Benefits

Jeff Hislop, Negotiation

, Political Affairs

Pedro Ramirez, Civil & Human Rights

Jeff Topping, Adjunct Concerns

Negotiating Team:

Division Representatives: