

PORTERVILLE COLLEGE

Committees • Councils • Sub-Committees

Definition / Composition / Selection / Reports

REVIEW OF CAMPUS COMMITTEES; SUB-COMMITTEES & TASK FORCES

The following definitions are according to: Webster's Encyclopedic, Unabridged Dictionary of the English Language, (Gramercy Books, A Random House Company, New York, 1989)

Committee: A person or group of persons elected or appointed to perform some service or function as to investigate, report on, or act upon a particular matter.

Standing Committee: A permanent committee, as of a legislature, society, etc., intended to consider all matters pertaining to a designated subject.

Sub-Committee: A secondary committee appointed out of a main committee.

Council: An assembly of persons summoned or convened for consultation, deliberation, or advice. A body of persons specially designated or selected to act in an advisory, administrative, or legislative capacity.

Task Force: 1. A temporary grouping of units (people) under one commander (chair), formed for the purpose of carrying out a specific operation or mission. 2. A group consisting usually of experts or specialists, formed for analyzing, investigating, or solving a specific problem.

ORGANIZATION

College committees/councils shall be organized on a two-year cycle. Adjustments in the structure of college committees are made to accommodate new staff members, to make assignments to coincide with personnel changes, to add areas of needed concentration, to eliminate unnecessary duplication, or to develop needed committees. Determination of committees shall be recommended to the President through the College Learning Council (CLC).

COMPOSITION AND SELECTION OF COMMITTEE MEMBERS

College committees are composed of students, classified staff, faculty, and management.

Students assigned to serve on college committees shall be appointed by the President of the Associated Students of Porterville College (ASPC).

Classified employees assigned for committees shall be appointed by the chapter President of the California School Employees' Association (CSEA).

Faculty members assigned for committees shall be appointed by the President of the Academic Senate.

Management and confidential persons assigned for committees shall be appointed by the College President.

COMMITTEE REPORTS

At the last College Council (CC) meeting of the spring term each year, committee chairs shall submit to the CC a summary of the committee's activities for the year indicating the number of meetings held, goals, accomplishments, and recommendations. The CC may, at any time during the year, make recommendations to the committee for consideration to improve the effectiveness or efficiency of the committee.