

June 26, 2009

Standing Committees Invitation

Dear Colleagues,

I hope this week's summer solstice kept you out of doors and enjoying the season to its fullest! The celebration of the longest day of the year was also joined by the celebration of SLCC ranking 4th nationally in the number of associate degrees awarded this spring! This is the highest ranking the college has ever gained and the thanks goes to each of you for making it possible for our students to succeed in completing their goals. Our faculty, our support staff, our student services folks, business services – wherever you made it possible for our students to succeed – Thank You! Through your efforts, we are the embodiment of “stepping ahead” !

Much work is currently being done on every campus and site to prepare for the Fall semester. This is also the time of year where the Executive Cabinet reviews and updates all membership in the college's standing committees. I would like to invite you to review the standing committees and their purposes. If one strikes an interest for you and you wish to be considered for appointment to a particular committee, please contact the respective Executive Cabinet member who is responsible for this committee. We will be updating and finalizing all committee appointments by the end of July.

Finally, next week brings the promise of the long-awaited traffic lights at the entrance of our Jordan Campus. Our students, staff, and faculty have been extremely patient in waiting for this much needed assistance to entering and leaving this campus. Thank you for your patience and we hope your days at the Jordan campus have one less worry because of this!

Sincerely,
President Bioteau

2009 – 2010 College-Wide Standing Committees

President - Dr. Cynthia A. Bioteau

Center for Innovation and Professional Development Steering Committee

To coordinate comprehensive professional development for all employees of the college, support innovative practices created throughout the college, and recommend promising practices/trends in community colleges.

Discussion Team

To advise the President on matters of faculty compensation and workload

Faculty Standing Hearing Committee – selection in conjunction with Faculty Senate President

The Faculty Standing Hearing Committee is composed of a pool of 15 tenured faculty members, chaired by a faculty member designated by the Faculty Senate, from which a Sitting Hearing Committee is formed. The Standing Hearing Committee is formed in May for each new academic year. The Faculty Senate President and the College President shall each submit a list of names of 14 tenured faculty members. The Faculty Senate President and the College President shall each select from the other's list 7 names for a total of 14 tenured faculty who, together with the Faculty Senate designated chair, shall comprise the Standing Hearing Committee. (Policy)

Policy Coordination Committee (Policy On Policy)

The committee acts as the central body for reviewing new policy proposals, proposed changes to policy and making recommendations regarding creating, updating, and managing college-wide policies. It shall have representatives from faculty, staff and administration.

Whistle Blower Committee

The committee is responsible for receiving, assessing and maintaining records of reports of suspected improper activities. The Committee reports to the President of the College and simultaneously provides reports to the Trustee Audit Committee, except in the case that a report is filed about the President. In such a situation, the Committee reports to the Chair of the Trustee Audit Committee. Appointment reflects representation from each division: Business Services, Instruction, Institutional Advancement, Workforce Development and Student Services.

Vice President of Business Services - Dennis Klaus

Grievance Committee

The College Standing Grievance Committee is a group of administrators, faculty, and staff appointed and trained by the administration for the purpose of hearing grievances.

Health Insurance Advisory Committee

The Health Insurance Advisory Committee reports to the Director of Human Resources. The Committee will meet to advise the administration on medical and dental programs. The Committee is not involved with policy development or review, or with the administration of existing programs. It will meet on an "as needed" basis to review issues requested by the College Benefits Manager.

Informed Budget Process Committee

Membership of the committee is comprised of faculty and staff representing all vice president divisions. Members will be asked to serve terms of one to three years.

Information Technology Steering Committee

The Information Technology Steering Committee provides technological vision and guidance for SLCC.

Job Evaluation Committee

The Job Evaluation Committee reviews job descriptions to maintain comparable grading regarding know-how, decision-making and accountability and recommends the evaluated grade to the Staff Salary Administration Committee for ratification.

Vice President of Instruction – Dr. Joe Peterson

Assessment / Placement Committee

Oversees SLCC placement requirements and philosophies with help and advice from Academic and Student Services Departments and guidance of Assessment Center personnel.

Instructional Space Committee

First, to evaluate each of SLCC's learning venues (classrooms, labs, etc.) in terms of environmental impacts on learning; Second, to recommend academic space improvements in priority order to be submitted in time for inclusion the College's budget process.

Quality Higher Education Council (Strategic Priority I—Enhance Quality Higher Education)

The Quality Higher Education Council coordinates College efforts aimed at one of the most important pieces of our mission – that of providing quality higher education. These efforts include such things as assessing student learning, developing effective curriculum, and contributing to the professional growth of faculty.

Student Access and Success Council - Co-Chaired with VP Huftalin (Strategic Priority II—Improve Student Access and Success)

(previously Enrollment Management) To achieve and maintain optimum recruitment, retention, and successful completion of students.

Vice President of Institutional Advancement – Mason Bishop

Art Committee

To support and encourage the arts throughout the college and to plan and implement annual community President's Art Show.

Convocation Committee

Plan yearly Convocation and Spring Professional Development events.

Institutional Effectiveness Council (Strategic Priority IV—Strengthen Institutional Support)

(to replace Assessment & Accreditation Committee) – The Institutional Effectiveness Council will develop systems to support and coordinate 1) reporting requirements for the new accreditation process; 2) internal processes of planning/assessment/improvement cycles; 3) collection and communication of data around institutional effectiveness.

Vice President of Student Services – Dr. Deneece Huftalin

Admission Advisory Committee

Review and approve changes to the admissions policies and practices at SLCC by authority of SLCC Policy 1.01, Chapter 3, Section II, F.,b

Athletic Advisory Council

Serves an advisory role to the College's intercollegiate athletics program.

College Council for Cultural Awareness

1) To focus college-wide attention on important cultural and academic issues of an ethnically, socially, culturally diverse college community that can impact the social climate of that environment. 2) To facilitate communication between the executive leadership, faculty and the general college community regarding cultural, social and ethnic interests and concerns. 3) To bring together and assist groups working on issues of diversity, in and outside the classroom, and in the local communities in association with Salt Lake Community College.

Commencement Committee

To plan yearly commencement events.

Fine Arts and Lectures Fee Committee

To provide support for a diverse selection of fine arts and lectures to augment the student activities and educational programming.

Student Fee Board

To provide students with input into decisions regarding the allocation of student fees. Students pay fees to support facilities, programs and/or activities they desire. Budget information regarding student fees should be easily available for student public review.

Student Standards

To provide administrative judicial support in hearing complaints at the request of students accused of misconduct or involved in a grievance action. In the formal process of hearing complaints and/or grievance, this committee is the last process that provides a forum for appeal

Technology Fee Board

The Tech Fee Board has the authority and responsibility to allocate the Tech Fee. The Technology Fee Board oversees the funding for the open labs, wireless initiatives and monitors the balance of the hold line.

Vice President of Workforce, Professional and Literacy Development

Program Advisory Committees (Strategic Priority V—Advance partnerships/Relationships with business, Industry and the Community)

All CTE programs are supported and connected to employers and industry partners through the PACs. Each PAC recommends curriculum, graduating competencies, as well as provides mechanisms for internships, employment, and career connections.

Sustainability Committee

A cross functional committee which provides recommendations for increasing sustainable activities in every aspect and procedure of the college