

**Glendale Community College
Survey of Governance and Non-Governance Committees 2015
Response to Items on Mission**

Survey Item:

2. Please explain the manner in which the committee's mission supports the overall mission of the college, as well as student learning.

Academic Affairs

Through its work in developing recommendations, plans, and policy regarding the instructional activities of the college for recommendation to campus executive, the committee supports the college's efforts to provide educational opportunities for students and support their achievement of their educational and career goals.

Specifically, through its work, in collaboration with the Curriculum and Instruction committee, Academic Affairs facilitates transfer preparation and the development of certificates and degrees.

Through its work in developing the instructional component of the College Master Plan, as well as its oversight of such programs as Study Abroad, Baja, Basic Skills, and the Scholars program, the committee supports faculty and staff in engaging students in rigorous and innovative learning experiences that enhance the cultural, intellectual, and economic vitality of the community.

**Glendale Community College
Survey of Governance and Non-Governance Committees 2015
Response to Items on Mission**

Administrative Affairs

Administrative Affairs and its subcommittees (Campus Development, Environmental Affairs, and Safety) develop and review policies and procedures that provide support to students in achieving their educational and career goals. The Administrative Affairs Committee deals with facilities issues, environmental issues, and safety issues, all of which can have a significant impact on student learning.

Glendale Community College serves a diverse population of students by providing the opportunities and support to achieve their educational and career goals. We are committed to student learning and success through transfer preparation, certificates, associate degrees, career development, technical training, continuing education, and basic skills instruction. The college is dedicated to the importance of higher education in the evolving urban environment of Glendale and the Greater Los Angeles area. Faculty and staff engage students in rigorous and innovative learning experiences that enhance and sustain the cultural, intellectual, and economic vitality of the community.

As part of its mission, Glendale Community College is committed to student success by promoting:

- communication, critical thinking, information competency, quantitative reasoning, global awareness, personal responsibility, and application of knowledge;
- collaboration among disciplines and openness to the diversity of the human experience;
- student services, learning support, and state of the art technology, including distance education modalities, that enable students to reach their educational goals in an efficient and timely manner.

Students are on this committee to provide input – recent discussions have included smoking policy, environmental issues, safety concerns, sexual harassment policies, ethics, conflict of interest clauses and how to make the college more effective and efficient for the students it serves.

Admin. Affairs directly relates to the mission of the college by its review/update of the Board Policies and Admin. Reg's as well as addressing current needs and wants of the campus community. Communication, critical thinking, information competency, quantitative and qualitative reasoning as well as global awareness and personal responsibility are displayed by all members of the committee working together on the agenda items brought to the committee.

**Glendale Community College
Survey of Governance and Non-Governance Committees 2015
Response to Items on Mission**

Campus Development

The mission of the Campus Development Committee is to provide input into decisions relating to the function and appearance of the District's facilities. The Committee reviews the annual Five year Capital Construction Plan, the Scheduled Maintenance Plan, oversees the periodic review of the District's Facilities Master Plan and, as need, establishes a Facilities Task Force to address specific facility needs. The committee also has the responsibility of allocating funds, as determined by the annual budget process, for minor renovations and upgrades.

The committee indeed follows its mission – monthly meetings include valuable input and feedback from all constituent groups on the function and appearance of the District's facilities. Plans of future classrooms/spaces are thoroughly discussed in this committee. Suggestions are weighed against what is fiscally feasible.

The committee reviews facilities and development items and discusses the ramifications of these items. Decisions are guided by the goal to improve student learning and campus life.

Campus Executive Committee

The mission of the Campus Executive Committee recognizes the committee “as the highest governance committee on campus” which is “an effective means of gathering information, deliberating and reporting on issues of concern to the college.” In fulfilling its listed eight activities, committee members remain focused in their deliberations on how the recommendations of the standing and subcommittees of governance and the recommendations moved to the Board of Trustees for action help assure the college meets its mission to serve “a diverse population of students by providing the opportunities and support to achieve their educational and career goals.” Further, the committee functions in a manner that seeks to assure the actions recommended within GCC governance processes show a “commitment to student learning and success through transfer preparation, certificates, associate degrees, career development, technical training, continuing education, and basic skills instruction.”

**Glendale Community College
Survey of Governance and Non-Governance Committees 2015
Response to Items on Mission**

Institutional Planning Coordination Committee

The IPCC supports the mission of the college in several ways:

- The IPCC annually reviews the Institutional Effectiveness Report, which is structured around indicators of how well the college meets its mission, vision, goals, and standards. The IPCC allows for dialogue about the college's performance and facilitates this dialogue through other committees and structures such as Team A.
- The IPCC, in conjunction with the Learning Outcomes Committee and the Academic Senate, works to improve awareness of the college's Institutional Learning Outcomes (ILOs) as well as to improve processes for assessing learning outcomes and disseminating assessment results to the college community. Because the ILOs are part of the mission statement, these activities further the accomplishment of the mission.
- The IPCC reviews planning and other processes to improve their effectiveness and efficiency in the college's ability to achieve its mission.

The committee supports student learning by clarifying and improving planning processes with the goal of improving student learning. The committee supports student learning in its structure, by including faculty and others responsible for the assessment cycle: The SLO Coordinator, SLO Database Coordinator, Academic Senate President, and others directly involved in student learning are members of the IPCC. The committee coordinates planning by resolving timeline discrepancies among the different college plans as well as ensuring coherence in content between them. It monitors and reports on progress in plans' implementation. It coordinates processes for assessing learning outcomes and works to improve the integration of planning and assessment. IPCC also supports student learning by ensuring that programs are run efficiently through program review processes; that SLOs are developed and implemented in 100% of courses and programs to ensure quality of learning.

Noncredit Student Success and Support Program Committee

We support the college's mission and support student learning by encouraging students to take the main campus tours and providing education about transitioning to credit classes before and after the tours. We feel this helps with retention of students and supports our mission to help matriculate students throughout their student experience. In addition, the student services (academic and mental health counseling, the Career and Counseling Center, and others) support the committee and the college's mission to support students and assist them in their educational journey.