

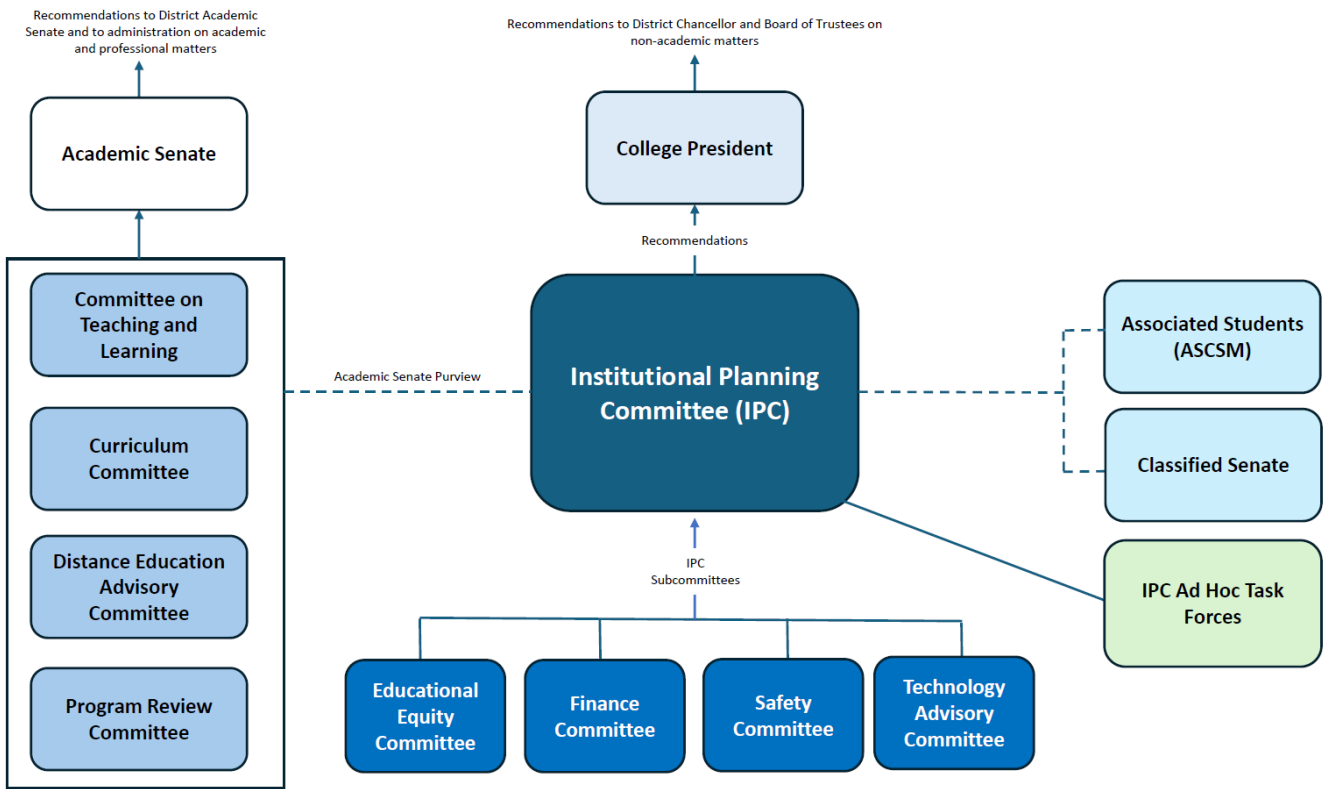
College of San Mateo
Compendium of Committees



Table of Contents

College Committee Structure	2
Academic Senate & Sub-committees	3
<i>Academic Senate</i>	3
<i>Executive Committee</i>	5
<i>Curriculum Committee</i>	6
<i>Committee on Teaching and Learning (CTL)</i>	7
<i>Distance Education Advisory Committee (DEAC)</i>	8
<i>Faculty Evaluation Guidance Committee (FEGC)</i>	9
Administrative Groups	10
<i>President's Cabinet</i>	10
<i>Management Council</i>	11
<i>Instructional Administrators' Council</i>	13
Associated Students Senate	14
<i>ASCSM Student Senate</i>	14
<i>ASCSM Executive Cabinet</i>	16
<i>ASCSM Advocacy Board</i>	17
<i>ASCSM Equity Affairs Board</i>	18
<i>ASCSM Programming Board</i>	19
<i>ASCSM Inter Club Council (ICC)</i>	20
Classified Senate	21
<i>Classified Senate</i>	21
<i>Classified Staff Events Planning Committee</i>	22
<i>Classified Professional Development Committee</i>	23
Institutional Planning Committees	24
<i>Institutional Planning Committee (IPC)</i>	24
<i>Educational Equity Committee (EEC)</i>	26
<i>Technology Advisory Committee</i>	28
<i>Safety Committee</i>	29
<i>Finance Committee</i>	31
Institutional Committees At-Large	32
<i>Faculty Professional Development Committee</i>	32
<i>Learning Support Centers Coordination Committee (LSC3)</i>	33
<i>Scholarship Committee</i>	34

College Committee Structure



Academic Senate & Sub-committees

Academic Senate	
Purpose	The Academic Senate shall make recommendations regarding academic and professional matters to the District Academic Senate, the College and District administration, the Board of Trustees, and to other appropriate individuals and bodies.
Functions	<p>Academic Senate has purview over the following academic and professional matters (Title 5, section 53200):</p> <ol style="list-style-type: none"> 1. Curriculum, including establishing prerequisites 2. Degree and certificate requirements 3. Grading policies 4. Educational program development 5. Standards or policies regarding student preparation and success 6. College governance structures as related to faculty roles 7. Faculty roles and involvement in accreditation process 8. Policies for faculty professional development activities 9. Processes for program review 10. Processes for instructional planning and budget development 11. Other academic and professional matters as mutually agreed upon
Recommends to	District Academic Senate, Cabinet, Institutional Planning Committee and Board of Trustees
Executive Committee Selection	Faculty-wide election for President, Vice President, Treasurer, and Secretary
Membership	<ul style="list-style-type: none"> • Two representatives from each instructional division – Academic Support and Learning Technologies (one of whom must be a librarian), Business/Technology, Creative Arts/Social Sciences, Kinesiology/Athletics/Dance, Language Arts, Math/Science, and Counseling, Advising, and Matriculation. • One representative from among “otherwise unrepresented faculty,” which group includes faculty from Enrollment Services and Support, faculty who directly report to a Vice President, and any other faculty outside of the aforementioned instructional divisions. • Faculty representatives are elected each spring by their division or group’s faculty peers. • One student appointed by ASCSM (non-voting)
Current Members	<p>Todd Windisch (President) - (650) 574-6639 - csmacademicsenate@smccd.edu Daniel Keller (Vice President) - (650) 574-6580 - kellerd@smccd.edu Stephen Heath (Treasurer) - (650) 574-6475 - heaths@smccd.edu Yvette Butterworth (Secretary) - (650) 574-6249 - butterworthy@smccd.edu Arielle Smith (Immediate Past President) - (650) 574-6253 - smitha@smccd.edu</p>
Division Representatives	<p>Academic Support and Learning Technologies: Matthew Montgomery, Kimberly Salido Business/Technology: Wesley Hingano, Hellen Pacheco Creative Arts/Social Science: Leighton Armitage, Kajari Burns Kinesiology/Athletics/Dance: Magnolia de Vera, Sarah Artha Negara Language Arts: Robbie Baden Math/Science: Mick Sherer, Beth LaRochelle Counseling: Brandon Williams, Emily Cotla Enrollment Services and Support: Makiko Ueda Chair, Curriculum Committee: Jeremy Wallace Chair, Distance Education Advisory Committee: Jennifer Howze-Owens Chair, Program Review Committee: Daniel Keller</p>

Academic Senate	
	Faculty Coordinator, Professional Development: Susan Khan Faculty Coordinator, SLO Assessment: Guillermo Cockrum
Term Limits	Two years. Division representatives' terms should be staggered.
Staff	n/a
Quorum	50% of the members plus one
Brown Act	Yes
Type of decision making	Robert's Rules
Accreditation Standards/ Institutional Priorities	Title 5, sections 53200 – 53207; Board Policy 2510, Participation in Local Decision-Making; ACCJC Accreditation Standard 4.2
Website	https://collegeofsanmateo.edu/academic senate/

Executive Committee	
Purpose	The Executive Committee shall act as a steering organization of the Senate
Functions	<ol style="list-style-type: none"> 1. Establish the agenda for Senate meetings 2. Distribute participation in institutional committees/taskforces/workgroups as needed 3. Oversee progress on annual Academic Senate goals 4. Act as the authorized representative of the Academic Senate during summer session and/or winter break. 5. Advise and propose actions to the President of the Senate in the absence of specific instructions from the Senate
Recommends to	Academic Senate
Chair Selection	Academic Senate President
Membership	Academic Senate President, Academic Senate Vice President, Academic Senate Treasurer, Academic Senate Secretary, Academic Senate Immediate Past President (consultative)
Current Members	<p>Todd Windisch (President) - (650) 574-6639 - csmacademicsenate@smccd.edu</p> <p>Daniel Keller (Vice President) - (650) 574-6580 - kellerd@smccd.edu</p> <p>Stephen Heath (Treasurer) - (650) 574-6475 - heaths@smccd.edu</p> <p>Yvette Butterworth (Secretary) - (650) 574-6249 - butterworthy@smccd.edu</p> <p>Arielle Smith (Immediate Past President) - (650) 574-6253 - smitha@smccd.edu</p>
Term Limits	The Executive Committee shall meet in the week prior to a Senate meeting or as needed throughout the year.
Staff	n/a
Quorum	50% of the members plus one
Brown Act	Yes
Type of decision making	General Consensus
Accreditation Standards/ Institutional Priorities	Title 5, sections 53200 – 53207; Board Policy 2.05 Academic Senate
Website	https://collegeofsanmateo.edu/academicsenate/

Curriculum Committee	
Purpose	The Curriculum Committee shall report and recommend to Senate, and advise the Vice President of Instruction, concerning curriculum, instructional courses and programs, and instructional procedures, including program review
Functions	<ol style="list-style-type: none"> 1. Carry on a regular review of the college curriculum 2. Inform faculty of and oversee adherence to curricular aspects of the Education Code 3. Consider for recommendation proposals for new courses and programs 4. Consider for recommendation all deletions, classifications, and changes in courses and programs
Recommends to	Board of Trustees and Academic Senate
Chair Selection	Committee election from among current or recent members
Membership	<ul style="list-style-type: none"> • Two representatives from each instructional division: <ul style="list-style-type: none"> ○ Academic Support and Learning Technologies (one must be a librarian) ○ Business/Technology ○ Creative Arts/Social Sciences ○ Kinesiology/Athletics/Dance ○ Language Arts ○ Math/Science ○ Counseling, Advising, and Matriculation • One faculty instructional designer • Two students appointed by ASCSM (voting) • Vice President of Instruction (ex-officio; non-voting) • Curriculum specialist (ex-officio; non-voting) • Matriculation officer (ex-officio; non-voting)
Current Members	<p>Chair – Jeremy Wallace</p> <p>Academic Support and Learning Technologies – David Laderman, Lia Thomas</p> <p>Business/Technology – Sujata Verma, Lale Yurtseven</p> <p>Counseling, Advising, and Matriculation – Leo Cruz, Trang Luong</p> <p>Creative Arts/Social Science – Judith Hunt, Malathi Iyengar</p> <p>Kinesiology/Athletics/Dance – Shana Young, Vacant</p> <p>Language Arts – Tamara Perkins, Kristi Ridgway</p> <p>Math/Science – Beth LaRochelle, Christopher Smith</p> <p>Instructional Designer – Julieth Benitez</p> <p>ASCSM Student Representatives – Wai Yan Oo, Vacant</p>
Non-Voting Members	<p>Curriculum Specialist – Deb Laulusa</p> <p>Vice President of Instruction – Danni Redding-Lapuz (acting)</p> <p>Articulation Officer – Marsha Ramezane</p> <p>Registrar – Steven Trinh</p>
Term Limits	Two years. Division representatives' terms should be staggered.
Staff	n/a
Quorum	50% of the members plus one
Brown Act	Yes
Type of decision making	General Consensus
Accreditation Standards/ Institutional Priorities	Title 5, Section 53200; Board Policy 6.13 Curriculum Development, Program Review, and Program Viability; Administrative Procedure 6.13.2 Curriculum Committees; AS By-laws, Article IX
Website	https://collegeofsanmateo.edu/committeeoninstruction

Committee on Teaching and Learning (CTL)	
Purpose	The Committee on Teaching and Learning (CTL) oversees, coordinates, and reports on activities that promote continuous improvement in teaching and learning
Functions	<ol style="list-style-type: none"> 1. Create new working groups, as needed, to accomplish its goals 2. Assist with institutional reporting, review, and assessment activities (e.g., Program Review, Integrated Plan, Equity Report, etc.) 3. Create professional development opportunities for the campus community around assessment, equity, instructional technology, and other areas of teaching and learning based on Program Review findings and other indicators of campus professional development needs. 4. Liaise with departments, divisions, the Academic Senate, and institutional committees over flex activities, initiatives, curriculum, reporting etc. 5. Advise Academic Senate and Vice President of Instruction on academic and professional matters, especially as they relate to teaching and learning
Recommends to	Academic Senate
Chair Selection	Co-chaired by Professional Development Faculty Coordinator and Student Learning Outcomes Assessment Coordinator
Membership	<ul style="list-style-type: none"> • Representatives from faculty, administration, classified senate, and students • Two representatives elected from each instructional division, including Counseling • Additional members: Dean of Academic Support and Learning Technologies, a Classified Senate representative, two students, and faculty coordinators for professional development, assessment, equity/BSI, and distance education • Co-chairs report regularly to the Academic Senate
Current Members	<p>Professional Development Faculty Coordinator (co-chair) – Susan Khan Student Learning Outcomes Assessment Coordinator (co-chair) – Guillermo Cockrum ASCSM Representatives – Matthew Chang, Amy Nguyen ASLT–Valeria Estrada, Vacant Business/Technology – Melissa Nelson, Hellen Pacheco Classified Senate – Alicia Frangos, Vacant Counseling, Advising, and Matriculation – Zulema Esparza, Vacant Creative Arts/Social Sciences – Erica Yoon, Vacant Kinesiology, Athletics/Dance – Vacant (x2) Language Arts – Madeleine Murphy, Vacant Math/Science – Kazumi Tsuchiyose, Vacant Distance Education – Marisol Quevedo Equity – Vacant Dean of ASLT – Tarana Chapple</p>
Term Limits	Two years
Staff	n/a
Quorum	12 Members
Brown Act	No
Type of decision making	Recommends to Academic Senate
Accreditation Standards/ Institutional Priorities	Board Policy 6.13 Curriculum Development, Program Review, and Program Viability; ACCJC Accreditation Standard 2.9
Website	http://collegeofsanmateo.edu/ctl/

Distance Education Advisory Committee (DEAC)	
Purpose	Ensures excellence in teaching and learning through distance education
Functions	<ol style="list-style-type: none"> 1. Help shape a college vision for distance education 2. Recommend policies for quality and academic rigor of distance education classes 3. Promote accessibility and the viability of distance education courses for students pursuing educational goals 4. Develop procedures, in consultation with the Vice President of Instruction, reflective of Title 5, ACCJC, and Department of Education guidelines for educational technology and online instruction 5. Recommend centralized online access to student support services (e.g., library, counseling, financial aid) 6. Recommend online support for students, including an online readiness course for those struggling with educational technology
Recommends to	Academic Senate
Chair Selection	Co-chaired by the Faculty Distance Education Coordinator and Instructional Technologist
Membership	<ul style="list-style-type: none"> • The committee is co-chaired by the Faculty Distance Ed Coordinator and Instructional Technologist. • Faculty representatives, elected by division, serve a two-year term. • Includes non-voting members of the administration, the director of the Disability Resource Center, a representative from Information Technology Services, and voting members of the faculty coordinator for professional development and a student representative. Committee meets monthly.
Current Members	<p>Faculty Distance Education Coordinator (tri-chair) – Donna Eyestone Instructional Designer (tri-chair) – Jennifer Howze-Owens Instructional Technologist (tri-chair) – Erica Reynolds ASLT – Finausina Tovo, Lia Thomas Business/Technology – Hellen Pacheco, Lilya Vorobey Counseling, Advising, and Matriculation – Lydia Chen, Atheena Haniff Martinez Creative Arts/Social Science – Diana Bennett, Michelle Mullane Curriculum Committee Chair – Jeremy Wallace Faculty PD Coordinator – Susan Khan Kinesiology/Athletics/Dance – Doug Williams, Vacant Language Arts – Jennifer Van Sijll, Laura Woltag Math/Science – Lena Feinman, Paul Hankamp Student Representative (Fall 2024) – Alessandra Rengifo Herrada Dean of ASLT (non-voting) - Tarana Chapple, Disability Resource Center Director (non-voting)– Carol Newkirk ITS, Web Services (non-voting) – Sebrienne Ferguson</p>
Term Limits	Two years.
Staff	Non-voting members include the administration, the director of the Disability Resource Center, and a representative from Information Technology Services.
Quorum	7 Voting Members
Brown Act	No
Type of decision making	Consensus
Accreditation Standards/ Institutional Priorities	Title 5, Division 6, Chapter 6, Subchapter 3, Article 1 – Distance Education; Administrative Procedure 6.12.1 Distance Education; Accreditation Standard 2.6
Website	https://collegeofsanmateo.edu/institutionalcommittees/deac.asp

Faculty Evaluation Guidance Committee (FEGC)	
Purpose	The Faculty Evaluation Guidance Committee guides faculty and administrators on the contractual procedures for faculty evaluations as stipulated in Appendix G. The committee's goal is to ensure a fair and smooth process for all and to help resolve conflicts when necessary.
Functions	<ol style="list-style-type: none"> 1. Answer questions about the faculty evaluation process 2. Facilitate orientations at the beginning of each semester to educate and answer questions about the faculty evaluation process 3. Provide guidance on issues where the contract (Appendix G) is silent 4. Help resolve disputes regarding the faculty evaluation process
Recommends to	Faculty and deans
Chair Selection	All three members of the committee are considered co-chairs.
Membership	<ul style="list-style-type: none"> • Vice President of Instruction, • faculty AFT representative, • faculty Academic Senate representative
Current Members	<p>Danni Redding Lapuz: Acting VPI - reddinglapuzd@smccd.edu, (650) 574-6404.</p> <p>Emily Kurland: Language Arts (AFT designee) - kurlande@smccd.edu, (650) 574-6673.</p> <p>Alex Wong: Math/Science (AS designee) - wongalex@smccd.edu, (650) 574-6603.</p>
Term Limits	None (Appointments every two years, but no term limits)
Staff	None
Quorum	Consensus of Committee required for action
Brown Act	No
Type of decision making	Recommendations are considered final, except that individual faculty members and the Union may file grievances as allowed by the AFT/District grievance procedure. (Appendix G of the faculty contract)
Accreditation Standards/ Institutional Priorities	N/A
Website	https://www.collegeofsanmateo.edu/academicsenate/bylaws.php#evalcomm

Administrative Groups

President's Cabinet	
Purpose	President's Cabinet provides the forum for the college senior leadership to discuss various operational matters within their scopes of authority, progress on the College's strategic plan and various initiatives, and district matters as they pertain to the College
Functions	<ol style="list-style-type: none"> 1. Advises the college president on academic, student services, business, personnel policy, and equity matters relating to the college. 2. Prepares recommendations on these matters for consideration by the President
Recommends to	College President
Chair Selection	N/A
Membership	<ul style="list-style-type: none"> • College President; • Vice President, • Administrative Services; • Vice President, Instruction; • Vice President, • Student Services; • Executive Director, • Strategic Initiatives and Economic Development; • Director, Community Relations and Marketing; • Director of Equity; • Dean of Planning, Research, Innovation, and Effectiveness
Current Members	<p>President – Manuel Alejandro Pérez</p> <p>Vice President, Administrative Services – Gerardo Ramirez</p> <p>Vice President, Instruction – Danni Redding Lapuz (acting)</p> <p>Vice President, Student Services – Alex Guiriba</p> <p>Executive Director, Strategic Initiatives and Economic Development – Andrea Vizenor</p> <p>Dean, Planning, Research, Innovation, and Effectiveness – Monique Nakagawa (interim)</p> <p>Director of Community Relations and Marketing – Eddie Flores (interim)</p> <p>Director of Equity – David Galvez</p>
Term Limits	n/a
Staff	n/a
Quorum	n/a
Brown Act	No
Type of decision making	Consensus
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standard 4.2. Strategic Goal #5
Website	https://collegeofsanmateo.edu/institutionalcommittees/Administrative_Groups.asp

Management Council	
Purpose	Serves as collective meeting space for managers, creating a sense of belonging and community while also focusing on professional development.
Functions	1. Monthly meetings will provide an opportunity for general announcements, area/campus-wide updates on programming and initiatives, and professional development and reporting out on such activities
Recommends to	N/A as this is not a recommending body or part of shared governance
Chair Selection	Chosen by committee
Membership	<ul style="list-style-type: none"> • President’s Cabinet, • CSM Facilities Operations Manager, • CSM Public Safety Captain, • Deans, • Directors, • Managers
Current Members	<p>President – Manuel Alejandro Pérez</p> <p>Vice President, Administrative Services – Gerardo Ramirez</p> <p>Vice President, Instruction – Danni Redding Lapuz (acting)</p> <p>Vice President, Student Services – Alex Guiriba</p> <p>Exec. Director, Strategic Initiatives and Economic Development – Andrea Vizenor</p> <p>Dean, Academic Support & Learning Technologies – Tarana Chapple</p> <p>Dean, Business & Technology – Francisco Gamez</p> <p>Dean, Counseling, Advising, and Matriculation – Krystal Duncan</p> <p>Dean, Creative Arts and Social Science – Jeanne Marie Velickovic</p> <p>Dean, Enrollment Services and Support Programs – David Crafts</p> <p>Dean, Kinesiology, Athletics, and Dance – Andreas Wolf</p> <p>Dean, Language Arts – David Lau (interim)</p> <p>Dean, Math and Science – Chris Walker (interim)</p> <p>Dean, Planning, Research, Innovation, and Effectiveness – Monique Nakagawa (interim)</p> <p>Assistant Athletic Director – Jacqueline Pigozzi</p> <p>Assistant Project Director, Developing Hispanic Institutions – Heidi Pereira</p> <p>College Business Officer – Victoria Lin</p> <p>Director, Community Relations & Marketing – Eddie Flores (interim)</p> <p>Director, Disability Resource Center – Carol Newkirk-Sakaguchi</p> <p>Director, Equity – David Galvez</p> <p>Director, Financial Aid Services – Claudia Menjivar</p> <p>Director, High School Transition and Dual Enrollment – Linda Truong</p> <p>Director, Learning Commons – Elnora Kelly Tayag</p> <p>Director, Pathways & Promise – Allie Fasth</p> <p>Director, Nursing – Melinda Nguyen</p> <p>Director, SparkPoint and Crisis Relief – Luis Padilla</p> <p>Director, Wellness Center – Emily Barrick</p> <p>Manager, Bookstore – Vacant</p> <p>Manager, Communications – Jonathan Wax</p> <p>Manager, Facilities – Robert Gutierrez</p> <p>Manager, KCSM Radio Station – Robert Franklin</p> <p>Manager, Learning Center – Joseph Martinez</p> <p>Manager, Promise Scholars Program – Silvana Grima</p> <p>Manager, Research Inquiry & Institutional Effectiveness – Natalie Alizaga</p> <p>Manager, Student Life & Leadership – Aaron Schaefer</p> <p>Manager, Theater Event – Diego Baldonado</p>

Management Council	
	Ombudsperson – Kohya Lu Project Director, MESA – Olivia Viveros Public Safety Captain – Robert Dean Registrar – Steven Trinh
Term Limits	n/a
Staff	n/a
Quorum	n/a
Brown Act	No
Type of decision making	n/a
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standard 3.2; Effective Communication; Strategic Planning
Website	https://collegeofsanmateo.edu/managementcouncil/

Instructional Administrators' Council	
Purpose	Reviews, recommends, and coordinates instructional matters for the college
Recommends to	Vice President of Instruction
Chair Selection	Chosen by committee
Membership	<ul style="list-style-type: none"> • Vice Presidents of <ul style="list-style-type: none"> ○ Instruction, ○ Student Services, ○ Administrative Services. • Deans of <ul style="list-style-type: none"> ○ ASLT; ○ Business/Technology; ○ Counseling, Matriculation, and Advising; ○ Creative Arts/Social Sciences; ○ Enrollment Services and Student Support; ○ Kinesiology/Athletics/Dance; ○ Language Arts; ○ Math/Science
Current Members	<p>Vice President of Instruction (Chair) – Danni Redding Lapuz (acting) Dean, Academic Support and Learning Technologies – Tarana Chapple Dean, Business and Technology – Francisco Gamez Dean, Counseling, Advising, and Matriculation – Krystal Duncan Dean, Creative Arts and Social Science – Jeanne Marie Velickovic Dean, Enrollment Services and Support Programs – Dave Crafts Dean, Kinesiology, Athletics, and Dance – Andreas Wolf Dean, Language Arts – David Lau (interim) Dean, Math and Science – Christopher Walker (interim)</p>
Term Limits	n/a
Staff	n/a
Quorum	n/a
Brown Act	No
Type of decision making	Consensus
Accreditation Standards/ Institutional Priorities	Effective Communication, Strategic Planning
Website	http://collegeofsanmateo.edu/institutionalcommittees/Administrative_Groups.asp

Associated Students Senate

ASCSM Student Senate	
Purpose	The ASCSM Student Senate, in accordance with the California Education Code and Title 5 of the California Code of Regulations, is the recognized representative of the students of College of San Mateo to the Administration and Board of Trustees. The Student Senate is the officially recognized student voice in matters of participatory governance, policy development, and campus dialogue. The Student Senate is also responsible for advocating for the student voice locally, statewide, and nationally, and for promoting an engaging academic, cultural, and social environment on campus.
Functions	<ol style="list-style-type: none"> 1. Appoints student representatives to College and District committees, task forces, or other governance groups. 2. Participates in formulation and development of District and College policies and procedures that have or will have a significant effect on students. District and College policies and procedures that have or will have a “significant effect on students” include the following: <ol style="list-style-type: none"> a. grading policies; b. codes of student conduct; c. academic disciplinary policies; d. curriculum development; e. courses or programs which should be initiated or discontinued; f. formulation of policies and procedures concerning graduation requirements; g. processes for institutional planning and budget development; h. standards and policies regarding student preparation and success; i. student services planning and development; j. student fees within the authority of the District to adopt; k. any other District and College policy, procedure, or related matter that the District governing board determines will have a significant effect on students. 3. May make recommendations and positions regarding District and College policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff. 4. Provide funding and support for campus events and activities, including those sponsored by an ASCSM Board, campus clubs and organizations, and college departments and programs. 5. Advocate locally, statewide, and nationally on issues that pertain to students and education.
Recommends to	College President and/or Board of Trustees
Chair Selection	n/a
Membership	<ul style="list-style-type: none"> • President, • Vice President, • Finance Director, • Secretary (ex officio), • one (1) Senator for each 650 students enrolled (currently 14)
Current Members	<p>President – Anthony Pena Vasquez Vice President – Aidana Rysbekova Vice Chair – Michael Llanell Finance Director – Diana Kunza Secretary – Vanshika Sharma</p>
Senators	<p>Chair, Advocacy Board – Amy Nguyen Chair, Equity Affairs Board – Mya Hmuu Han Chair, Programming Board – Simon Htet</p>

ASCSM Student Senate	
	<p>Chair, Public Relations Board – Jasmine Cheng</p> <p>Alessandra Rengifo Herrada Guillermo Garcia Zacarias Jasmine Cheng Jericho Batac Jing Ee Ong Matthew Chang Max Magidin Nathan Low Sam LaCarrubba Wai Yan Oo</p>
SMCCCD Student Trustee	Chloe Johnson
Advisors	<p>Student Life and Leadership Manager – Aaron Schaefer</p> <p>Student Life and Leadership Assistant – Fauzi Hamadeh</p>
Meetings and Agendas	<p>Meets every Monday at 2:15 p.m. during the fall and spring semesters. Meets every other week during the summer session.</p> <p>Members of the campus community may request an item be placed on the Student Senate agenda. The ASCSM President and Executive Cabinet review proposals to make sure they fall within the Student Senate’s purview. The Student Senate also considers club proposals forwarded from the Inter Club Council (ICC).</p> <p>Meetings agendas include an opportunity for reports from officers, senators, college administration, advisors, and public comment.</p> <p>Agendas are posted online at http://collegeofsanmateo.edu/ascsm/agendas.asp and in accordance with the Brown Act.</p>
Brown Act	Yes
Type of decision making	
Accreditation Standards/ Institutional Priorities	Title 5, section 51023.7; Board Policy 2.18 Student Participation in District and College Governance
Website	http://collegeofsanmateo.edu/ascsm/

ASCSM Executive Cabinet	
Purpose	The ASCSM Executive Cabinet is responsible for the administrative matters of the Associated Students, including recommending an annual budget to the Student Senate, making recommendations regarding appointments to the ASCSM President, and monitoring the activities of the Associated Students.
Functions	<ol style="list-style-type: none"> 1. Develops and reviews the agenda for ASCSM Senate meetings. 2. Reviews the annual ASCSM Budget and any proposed revisions. 3. Recommends and reviews all appointments to the Student Senate, ASCSM Boards, and/or participatory governance committees. 4. Provides oversight and coordination for all ASCSM goals and activities.
Recommends to	ASCSM President
Chair Selection	ASCSM President
Membership	<ul style="list-style-type: none"> • AS President, • AS Vice President, • AS Finance Director, • AS Secretary, • AS Vice Chair, • Advocacy Board Chair, • Programming Board Chair
Members	<p>President – Anthony Pena Vasquez Vice President – Aidana Rysbekova Vice Chair – Michael Llanell Finance Director – Diana Kunza Secretary (ex officio) – Vanshika Sharma Chair, Advocacy Board (ex officio) – Amy Nguyen Chair, Equity Affairs Board (ex officio) – Mya Hmuu Han Chair, Programming Board (ex officio) – Simon Htet Chair, Public Relations Board – Jasmine Cheng</p>
Meetings and Agendas	Meets at least 72 hours (3 days) prior to the Student Senate meeting on a day and time determined each semester by the membership. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert’s Rules of Order
Website	http://collegeofsanmateo.edu/ascsm/execcabinet.asp

ASCSM Advocacy Board	
Purpose	The ASCSM Advocacy Board is charged with advocating locally, statewide, and nationally on issues that impact community colleges and community college students; lobbying local elected officials, state legislators in Sacramento, and national decision makers in Washington, DC; and working closely with the Student Senate for California Community Colleges (SSCCC) on statewide issues.
Functions	<ol style="list-style-type: none"> 1. Researches, reviews, and makes recommendations regarding local, state, and national legislation that will have an impact on students. 2. Promotes civic engagement, including voter registration, candidate and issue research, and issues of social justice.
Recommends to	Student Senate
Membership	<ul style="list-style-type: none"> • Senator who serves as Advocacy Board Chair • At least three members of the Student Senate • At least one at-large student
Meetings and Agendas	Meets once a week during the fall and spring semesters at a day and time determine by the membership. Does not meet during the summer session. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert’s Rules of Order
Website	https://collegeofsanmateo.edu/ascsm/advocacyboard.asp

ASCSM Equity Affairs Board	
Functions	1. Plans, organizes, and evaluates events and activities highlighting issues of equity, social justice, and diversity. Advocates for students on issues of access, equity, and diversity on campus, locally, statewide, and nationally.
Recommends to	Student Senate
Membership	<ul style="list-style-type: none"> • Senator who serves as Cultural Awareness Board Chair • At least three members of the Student Senate • At least one at-large student
Meetings and Agendas	Meets once a week during the fall and spring semesters at a day and time determine by the membership. Does not meet during the summer session. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert's Rules of Order
Website	http://collegeofsanmateo.edu/ascsm/equityaffairs.asp

ASCSM Programming Board	
Purpose	The ASCSM Programming Board is responsible creating an entertaining and engaging social and cultural environment on campus.
Functions	1. Plans, organizes, and evaluates events and activities that create connections, promote a sense of community, and provide opportunities for students to engage outside of the classroom.
Recommends to	Student Senate
Membership	<ul style="list-style-type: none"> • Senator who serves as Advocacy Board Chair • At least three members of the Student Senate • At least one at-large student
Meetings and Agendas	Meets once a week during the fall and spring semesters at a day and time determine by the membership. Does not meet during the summer session. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert's Rules of Order
Website	http://collegeofsanmateo.edu/ascsm/programmingboard.asp

ASCSM Inter Club Council (ICC)	
Purpose	The ASCSM Inter Club Council is responsible for coordinating events and activities to promote interest and awareness of student clubs and organizations; for recommending expenditures from budget accounts earmarked for supporting student clubs and organizations events and activities to the Student Senate; and for providing a forum for communication between the Associated Students and the Center for Student Life with active student clubs and organizations.
Functions	<ol style="list-style-type: none"> 1. Discusses, reviews, and makes recommendations to the Student Senate regarding funding proposals by student clubs and organizations. 2. Coordinates events, activities, and initiatives to promote student clubs and organizations. 3. Provides a forum for communication and networking between student clubs and organizations, the Associated Students, and the Center for Student Life and Leadership Development
Recommends to	Student Senate
Membership	<ul style="list-style-type: none"> • ASCSM Senate Vice Chair (chair), • one (1) representative from each active student club or organization
Meetings and Agendas	<p>Meets once a week during the fall and spring semesters at a day and time determine by the membership. Does not meet during the summer session.</p> <p>Agendas are posted online and in accordance with the Brown Act.</p>
Brown Act	Yes
Type of decision making	Robert's Rules of Order
Website	http://collegeofsanmateo.edu/ascsm/icc.asp

Classified Senate

Classified Senate	
Purpose	The College of San Mateo Classified Senate strives to represent classified staff employees in non-bargaining issues in the participatory governance process at CSM; represent the interests of classified employees in the development and formulation of College policies and procedures; disseminate information of importance to classified employees; promote the recognition of, appreciation for, and the value of the contributions of classified employees to the learning environment and the campus community; and promote the continued professional and personal development of classified employees.
Functions	<ol style="list-style-type: none"> 1. Represents the voice of the classified staff at CSM in matters of participatory governance. 2. Makes recommendations to the CSEA President regarding classified staff appointments from CSM to any and all College and District committees, boards, task forces, etc. 3. Distributes information and solicits feedback on matters important to classified staff. 4. Recognizes and celebrates the contributions of classified staff to the campus environment and learning community. 5. Explores and implements professional development opportunities for classified staff.
Recommends to	College President and Board of Trustees
Chair Selection	All three members of the committee are considered co-chairs.
Membership	<ul style="list-style-type: none"> • President, • Vice President, • Treasurer, • Secretary, • Events Planning Committee Chair, • six (6) Senators • Officers and Senators are elected to two-year terms in biennial elections. • The President with the advice and consent of the Senate appoints the Events Planning Committee Chair.
Current Members	<p>President – Fauzi Hamadeh Vice President – Alicia Frangos Treasurer – Vacant Secretary – Alicia Frangos (acting) Events Chair – Kathy McEachron Senators – Arianna Avendano, Nick Dellaporta, Vacant (2)</p>
Meetings and Agendas	Meets at least once a month at a day and time determined by membership. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert’s Rule of Order
Accreditation Standards/ Institutional Priorities	Title 5, Section 51023.5
Website	http://collegeofsanmateo.edu/classifiedsenate/

Classified Staff Events Planning Committee	
Purpose	Serves in an advisory capacity to the President on issues related to classified staff. Is responsible for planning and coordinating campus social events and other group events such as the annual classified retreat.
Functions	1. Plans, develops, and promotes on- and off-campus events to create a sense of community among members of the classified staff.
Recommends to	Classified Senate
Membership	<ul style="list-style-type: none"> President and members of classified staff
Current Members	<p>Chair – Kathy McEachron</p> <p>Member – Alicia Frangos</p> <p>Member – Ann Mitchell</p> <p>Member – Carol Ullrich</p> <p>Member – Nick Dellaporta</p>
Meetings and Agendas	Meets as needed. Agendas are posted online and in accordance with the Brown Act.
Brown Act	Yes
Type of decision making	Robert’s Rule of Order
Website	http://collegeofsanmateo.edu/classifiedsenate/eventsccommittee.asp

Classified Professional Development Committee	
Purpose	To develop, promote, and evaluate professional development opportunities for classified staff.
Functions	1. Plans, develops, and promotes on- and off-campus events to create a sense of community among members of the classified staff.
Recommends to	Classified Senate
Membership	<ul style="list-style-type: none"> • Classified Senate Vice President, College Business Officer, two (2) classified staff employees, one (1) classified supervisory employee. • The Classified Senate Vice President serves as chair. Other representatives serve two-year terms after appointment by the Classified Senate President with the advice and consent of the Senate and ratification by the CSEA President.
Current Members	Classified Senate Vice President (chair) – Alicia Frangos College Business Officer – Victoria Lin Classified employee – Juanita Celaya Classified employee – Kathy McEachron Classified supervisory – Vacant
Meetings and Agendas	Meets as needed
Brown Act	No
Type of decision making	Robert's Rule of Order
Website	https://collegeofsanmateo.edu/classifiedsenate/professionaldevelopmentcommittee.asp

Institutional Planning Committees

Institutional Planning Committee (IPC)	
Purpose	The mission of the Institutional Planning Committee is to ensure the implementation and ongoing assessment of the institutional planning process.
Functions	<ol style="list-style-type: none"> 1. Develop institutional priorities based on the SMCCCD Strategic Plan and the CSM Educational Master Plan 2. Ensure that budget allocations are based on institutional planning priorities and are relevant to the current fiscal environment 3. Establish measurable indicators for institutional priorities based on recommendations from the Office of Planning, Research, and Innovation (PRI), establish targets for those indicators, and monitor progress in meeting those targets 4. Ensure that participatory governance is properly followed across all participatory governance committees 5. Ensure the integration of the planning process, including, but not limited to, a coordinated, institutional approach in addressing college priorities and the interrelationships among institutional plans 6. Establish regular communication with the campus community regarding the institutional planning process 7. Assess on an annual basis the effectiveness of the Institutional
Recommends to	College President
Chair selection	Tri-chair: Academic Senate President, Classified Senate President, Vice President, Instruction
Membership	<ul style="list-style-type: none"> • College President (ex-officio; non-voting) • Seven (7) administrators: Vice President, Administrative Services (ex-officio), six (6) at-large administrators • Seven (7) faculty members: Academic Senate President (ex-officio); Chair, Committee on Teaching and Learning (ex-officio); Chair, Curriculum Committee (ex-officio); Chair, Distance Education Advisory Committee (ex-officio); three (3) at-large faculty members • Seven (7) classified members: Classified Senate President (ex-officio), six (6) at-large classified employees • Seven (7) students: President, ASCSM (ex-officio); Vice President, ASCSM (ex-officio); Finance Director, ASCSM (ex-officio) four (4) at-large students (4)
Current Members: Administrative	<p>College President (non-voting) – Manuel Alejandro Pérez</p> <p>VP of Administrative Services – Gerardo Ramirez</p> <p>At-large Administrator – VP of Instruction (Tri-chair), Danni Redding Lapuz (acting)</p> <p>At-large Administrator – VP of Student Services, Alex Guiriba</p> <p>At-large Administrator – Exec. Director, Strategic Initiatives and Economic Development, Andrea Vizenor</p> <p>At-large Administrator – Dean of PRIE, Monique Nakagawa (interim)</p> <p>At-large Administrator – Dean of Math/Science, Chris Walker (interim)</p> <p>At-large Administrator – Director of Equity, David Galvez</p>
Current Members: Faculty	<p>Academic Senate President (Tri-chair) – Todd Windisch</p> <p>Curriculum Committee Chair – Jeremy Wallace</p> <p>Cte on Teaching & Learning Chair – Susan Khan</p> <p>Distance Education Advisory Cte Chair – Donna Eyestone</p> <p>At-large Faculty – Beth LaRochelle</p> <p>At-large Faculty – Teresa Morris</p> <p>At-large Faculty – Melinda Nguyen</p>

Institutional Planning Committee (IPC)	
Current Members Staff	Classified Senate President (Tri-chair) – Fauzi Hamadeh (Tri-Chair) At-large Classified – Kailani Bowers At-large Classified – Alicia Frangos At-large Classified – Paola Mora At-large Classified – Luis Padilla At-large Classified – Fi Tovo At-large Classified – Carol Ullrich
Current Members Students	ASCSM President – Anthony Pena Vasquez ASCSM Vice President – Aidana Rysbekova ASCSM Finance Director – Diana Kunze At-large Student – Simon Htet At-large Student – Michael Llanell At-large Student – Jing Ee Ong At-large Student – Vacant
Term Limits	n/a
Staff	Executive Assistant to the President
Quorum	50% of members plus one
Brown Act	No
Type of decision making	Consensus
Accreditation Standards/ Institutional Priorities	AP 2.75.1 Institutional Planning and Effectiveness; ACCJC Accreditation Standards 1.2, 1.3, 1.4, 1.5, 4.2, and 4.3
Website	https://collegeofsanmateo.edu/ipc/

Educational Equity Committee (EEC)	
Purpose	To promote the principles and best practices of equity in all activities and programs of the college. The EEC is an advisory body to appropriate college bodies, administrative staff, and leadership regarding student equity issues and efforts. It is a joint committee of administration, faculty, and student representatives.
Functions	<ol style="list-style-type: none"> 1. To create and update the integrated student equity plan in consultation with appropriate campus bodies and constituencies. 2. To gather data on student equity in our college and community and to make informed recommendations to college bodies and administration on matters pertaining to student equity. 3. To monitor strategic and institutional effectiveness in achieving our equity goals and to help ensure that these efforts undergo ongoing review in a timely manner. 4. To solicit suggestions from faculty, staff, and students regarding programs, tactics, or professional development needed to address problems in the areas of inclusion, diversity, and equity at the college. 5. To develop and strengthen partnerships with diverse communities locally and regionally.
Recommends to	The EEC makes recommendations to the IPC, administration, the Director of Equity and other college departments and committees regarding equity policies, practices, and approaches and advocates for the implementation of those recommendations.
Chair selection	Tri-chair: Director of Equity (ex-officio), faculty member, classified member. The Director of Equity selects and approves the faculty and classified members.
Membership	<ul style="list-style-type: none"> • The EEC is made of members that are interested in and/or already working towards educational equity within their specific role or function and/or bring personal lived experience that informs the purpose and function of the EEC. Some members self-select, while others are appointed by their respective area dean.
Current Members	<p>Melissa/Ehm Aliu, Counseling Natalie Alizaga, Research Inquiry & Institutional Effectiveness Manager Julieth Diaz Benitez, Instructional Designer Kamran Eftekhari, Business and Technology Valeria Estrada, Equity Librarian Alicia Frangos, Program Services Coordinator, Student Success David Galvez, Co-Chair: Director of Equity Wesley Hingano, ASLT Jennifer Howze-Owens, Instructional Designer Jon Kitamura, Language Arts Susan Khan, Professional Development Coordinator Kohya Lu, Ombudsperson Paola Mora, MCC Program Services Coordinator Luis Padilla, Sparkpoint Heidi Pereira, Asst Project Director HSI, Title V Grant Marisol Quevedo, Instructional Technologist Kristi Ridgway, Language Arts Bryan Swartout, PRIE Arielle Smith, Co-Chair: Counseling Brittney Sneed, Umoja Coordinator Mercedes Teuntor, Math and Science Alexandra/Alex Urbina, Counseling</p>

Educational Equity Committee (EEC)	
	Derek Albert Vargas , MRC Instructional Aide II Michael Vargas , Counseling Olivia Viveros , Math and Science
Term Limits	One year (with option for continuance)
Staff	Yes
Quorum	50% of members plus one
Brown Act	No
Type of decision making	Democratic and equity-centered consensus
Accreditation Standards/ Institutional Priorities	BP 7.20 Student Equity; AP 7.20.1 Student Equity; College Mission, Vision, and Values; Strategic Goals Teaching and Learning, Antiracism and Equity, Accessible Student-Focused Support
Website	http://collegeofsanmateo.edu/eec/

Technology Advisory Committee	
Purpose	Technology Advisory Committee ensures that the college provides and maintains adequate technological resources for all employees to perform their responsibilities, while supporting student learning in accordance with the college’s strategic plan, strategic priorities, and annual college goals.
Functions	<ol style="list-style-type: none"> 1. Develop both short-term and long-term technology plans, and ensure these plans are integrated into institutional planning at all levels, aligning with the long-term goals of the college and the district. 2. Develop an annual assessment of the College’s future technological needs in light of advances in technological capabilities as well as technological needs created by new pedagogical approaches. 3. Propose sufficient technological standards and make recommendations to the College’s Institutional Planning Committee with respect to the College’s technological needs. 4. Participate in the creation of policies concerning appropriate use of technological resources at both the college and district level. 5. Work with the Finance Committee to create and to finance a Total Cost of Ownership model, which includes identifying funding sources for the replacement of outdated technology. 6. Work with the Distance Education Committee to ensure that adequate technological resources exist to support the College’s distance education and other technology-mediated efforts. 7. Make recommendations in consultation with representatives from our ITS, Human Resources, and Professional Development departments for technological training for all of our college employees.
Recommends to	IPC
Chair selection	Chosen by committee
Membership	<ul style="list-style-type: none"> • <i>Ex-officio</i>: Vice President of Instruction, • Dean of ASLT, • Director of Learning Commons, • Instructional Technologist, • Director of IT Support Services. • <i>At-large representatives</i>: <ul style="list-style-type: none"> ○ Two (2) CSM IT Technicians, ○ one (1) faculty/staff at-large, ○ one (1) student
Current Members	<p>Dean of Academic Support and Learning Technologies (Chair) – Tarana Chapple Vice President of Instruction –Danni Redding Lapuz (acting) Director of Learning Commons – Elnora Tayag Instructional Technologist – Erica Reynolds Director of IT Support Services – Yoseph Demissie ITS Representative – Alexis Arreola ITS Representative – Annette Perot Staff Representative – Alicia Frangos Student Representative – Guillermo Garcia Zacarias</p>
Term Limits	Two years
Staff	N/A
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standard 3.9, Strategic Goals: Teaching and Learning, Accessible Student-Focused Support
Website	https://collegeofsanmateo.edu/tac/

Safety Committee	
Purpose	To help ensure the safety of the college’s students, faculty, staff, administrators, and visitors and to develop plans for major disasters and emergencies.
Functions	<ol style="list-style-type: none"> 1. Promote a safe institutional environment for employees, students and the community 2. Support an equitable approach to Health, Safety, and Emergency Preparedness in accordance with College of San Mateo’s mission, vision, and values; and anti-racism and social justice statements. 3. Work with District to coordinate plans for major disasters 4. Monitor Emergency Website 5. Conduct open monthly campus safety meetings. Additional meetings may be called at any time as approved by the committee. 6. Discuss, disseminate and serve as a resource for relevant health, safety and emergency preparedness information to campus constituencies 7. Raise the level of awareness about health, safety and emergency preparedness
Recommends to	IPC
Chair selection	Vice President of Administrative Services
Membership	<ul style="list-style-type: none"> • <i>Ex-officio</i>: Vice President of Administrative Services (Chair), • College Title IX Officer, • Director of Communications and Marketing, • Emergency Preparedness Manager, • Facilities Operations Manager, • Public Safety Captain • <i>Program/Service representatives</i>: <ul style="list-style-type: none"> ○ Health Services, ○ CSM Athletic Center • <i>At-large representatives</i>: <ul style="list-style-type: none"> ○ Two (2) AFT Faculty, ○ one (1) faculty, ○ three (3) CSEA classified staff, ○ two (2) AFSCME classified staff, ○ one (1) student • <i>Non-voting ex-officio</i>: <ul style="list-style-type: none"> ○ SMCCCD Director of Public Safety, ○ Emergency Management Coordinator, ○ Facilities Operations Manager
Current Members	<p>Vice President of Administrative Services (Chair) – Gerardo Ramirez</p> <p>College Title IX Officer – David Crafts</p> <p>Director of Community Relations & Marketing – Eddie Flores (Interim)</p> <p>Emergency Preparedness Manager – Ben’Zara Minkin</p> <p>Facilities Operations Manager – Robert Gutierrez</p> <p>Public Safety Captain – Rob Dean</p> <p>Health Services representative – Dr. Jennifer Yang</p> <p>CSM Athletic Center representative – Megan Pham</p> <p>Faculty At-Large (AFT) – Beth LaRochelle</p> <p>Faculty At-Large (AFT) – Justin Stevick</p> <p>Faculty At-Large (AFT) – Todd Windisch</p> <p>Classified Representative At-Large (CSEA) – Viji Raman</p>

Safety Committee	
	Classified Representative At-Large (CSEA) – Heidi Pereira Classified Representative At-Large (AFSCME) – Joseph Puckett Student Representative – Max Magidin
Non-voting Members	SMCCCD Director of Public Safety – Brian Tupper Emergency Management Coordinator – Vince Garcia Facilities Operations Manager – Michele Rudovsky
Term Limits	2 years staggered
Staff	Executive Assistant to the Vice President of Administrative Services
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	BP 2.28 Safety; Injury and Illness Prevention Program; BP 2.29 Sexual Assault Education, Prevention, and Reporting; BP 8.13 Public Safety on District Property; ACCJC Accreditation Standard 3.8 and 3.10
Website	https://collegeofsanmateo.edu/safetycommittee/

Finance Committee	
Purpose	<p>The purpose of the Finance Committee is to ensure that the College maintains fiscal stability and that financial resources are allocated in accordance with the College’s Mission, Vision, Strategic Priorities, Educational Master Plan goals, Program Review, and other plans.</p> <p>The Finance Committee recognizes its stewardship role with respect to financial resources and is committed to maintaining the fiscal health of the College.</p> <p>Also, the Finance Committee is committed to fiscal transparency; the committee is responsible for providing accurate, timely and accessible financial information to College stakeholders.</p>
Functions	<ol style="list-style-type: none"> 1. Develop long-term and short-term financial plans that are aligned with the College’s strategic priorities, educational master plan goals, program review and other plans. 2. Monitor the overall fiscal condition of the College on a periodic basis and recommending corrective actions if necessary. 3. Ensure that long-term and short-term financial plans are integrated with college planning processes. 4. Establish regular communications with College stakeholders regarding College financial matters. 5. Assess the effectiveness of the Finance Committee on an annual basis and implementing recommended changes to committee processes and procedures
Recommends to	IPC
Chair selection	Chosen by committee
Membership	<ul style="list-style-type: none"> • Vice President of Administrative Services (ex-officio) • One (1) at-large member from IPC • Two (2) faculty members, one (1) at-large selected by the Academic Senate, and one (1) Executive Committee Member selected by the Academic Senate • Two (2) classified staff members selected by Classified Senate (approved by CSEA) • One (1) student selected by the Associated Students • Two (2) at-large managers selected by Management Council, one (1) of whom is an administrator • Ex-Officio: College President, College Business Officer
Current Members	<p>Vice President of Administrative Services (Chair) – Gerardo Ramirez</p> <p>College Business Officer – Victoria Lin</p> <p>College President – Manuel Alejandro Pérez</p> <p>IPC member at-large – David Crafts</p> <p>Academic Senate Executive Committee member – Stephen Heath</p> <p>Academic Senate at-large – Beth LaRoche</p> <p>Classified staff at-large – Dianne Fernandez</p> <p>Classified staff at-large – Vacant</p> <p>Student at-large – Diana Kunze</p> <p>Administrator at-large– David Lau</p> <p>Manager at-large – Kohya Lu</p>
Term Limits	2 years staggered
Staff	Executive Assistant to Vice President of Administrative Services
Quorum	50% of members plus one
Brown Act	No
Type of Decision Making	Consensus
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standards 1.4, 3.4, 3.5, 3.6, 3.7, and 3.10.
Website	https://collegeofsanmateo.edu/financecommittee/

Institutional Committees At-Large

Faculty Professional Development Committee	
Purpose	There shall be an Academic Employee Professional Development Program to provide opportunities for the individual professional development of regular academic employees for the purpose of maintaining and enhancing the excellence of the educational programs of the District. The main thrust of this program is to update, retrain, and extend the expertise of faculty to meet the current and future needs of our students in accord with college priorities.
Functions	1. Reviews applications from faculty who request short-term, long-term, and extended leaves from regularly assigned duties in order to participate in individual professional development projects.
Recommends to	President
Chair selection	The Chairperson will be a faculty member chosen by the Committee. Each member has one vote.
Membership	<ul style="list-style-type: none"> • The Professional Development Committee on each campus shall consist of: • Three (3) AFT appointed faculty members, • One (1) Academic Senate appointed representative • Two (2) administrators.
Current Members	Chair & AFT representative – Teeka James AFT representative – David Laderman AFT representative – Tatiana Irwin CSM Academic Senate representative – Elisha Polomski Administration representative – Danni Redding Lapuz Administration representative – Vacant
Term Limits	None. AFT reviews its appointments for all committees every May. Senate and the Administration have their own procedures
Staff	CSM Business Office supports the committee chair in tracking the budget, processing applications, and facilitating reimbursements.
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standard 3.2; Strategic Goal Teaching and Learning
Website	https://collegeofsanmateo.edu/institutionalcommittees/fpd.asp

Learning Support Centers Coordination Committee (LSC3)	
Purpose	The Learning Support Centers Coordination Committee (LSC3) facilitates the effective and efficient operations of the learning support centers at CSM through a collaborative effort focused upon student success.
Functions	<ol style="list-style-type: none"> 1. Promote student scholarship and achievement by providing comprehensive academic support across the disciplines 2. Provide equity through equal access and support services for all students 3. Inform the CSM community of the various services available
Recommends to	Vice President of Instruction
Chair selection	Administrative and Faculty Chairs are selected from within committee
Membership	<ul style="list-style-type: none"> • Dean of Academic Support and Learning Technologies (ex-officio), • Director of Learning Commons (ex-officio), • Learning Center Manager (ex-officio), • ASCSM representative, • representatives from labs and learning centers: <ul style="list-style-type: none"> ○ Anatomy ○ Physiology Lab ○ Business Computer Lab ○ CIS Computer Lab ○ Communications Studies Center ○ Digital Media Computer Lab ○ Integrated Science Center ○ Math Resource Center ○ Nursing Skills Lab ○ Reading and ESL Center ○ Writing Center
Current Members	<p>Dean, Academic Support and Learning Technologies – Tarana Chapple Director of Learning Commons (ex-officio) – Elnora Kelly Tayag Learning Center Manager (ex-officio) – Joey Martinez Anatomy and Physiology Lab – Javier Silva, Krista Bailey Business Computer Lab – Linda Ma CIS Computer Lab – David Chin Communications Studies Center – Briana Avila Digital Media Computer Lab – Diego Fernandez Fernandez Integrated Science Center – Olivia Viveros, David Locke Math Resource Center – Lena Feinman, Derek Vargas Nursing Skills Lab – Melinda Nguyen Reading and ESL Center – Jill Haberlin, Elinor Westfold Writing Center – Sarah Auyeung, Margaret McGugan, Sara Lawrence, Teeka James ASCSM representative – Jericho Batac</p>
Term Limits	None - determined by job title
Staff	n/a
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	ACCJC Accreditation Standard 2.7; Strategic Goals Teaching & Learning and Accessible Student-Focused Support
Website	http://collegeofsanmateo.edu/labs/lsccommittee.asp

Scholarship Committee	
Purpose	On behalf of the Foundation and other donors, to review the student applications for scholarships and other awards
Functions	<ol style="list-style-type: none"> 1. Reviews all scholarship applications received annually 2. Makes awards based on criteria established for each scholarship
Recommends to	SMCCCD Foundation
Chair selection	Chair is selected from within committee
Membership	<ul style="list-style-type: none"> • Six (6) faculty at-large, • Four (4) classified staff at-large, • One (1) SMCCCD Foundation representative
Current Members	<p>SMCCCD Foundation – Karen Chadwick (Scholarship Co-chair)</p> <p>Faculty at-large:</p> <p>Jesenia Diaz – Scholarship Co-chair, Counseling Briana Avila – Communications Department Melissa ‘Ehm’ Manuofetoa – ASLT & Learning Communities Rudy Ramirez – Ethnic Studies Department Alexandra Urbina – Academic & Career Communities Michelle Warner – Kinesiology (Women’s Basketball) & Psychology Departments</p> <p>Classified at-large:</p> <p>Alicia Frangos –Student Success Fauzi Hamadeh –Student Life and Leadership Gwendolyn Kenny –EOPS/CARE, CalWORKS & NextUp Jessica Macias –MESA/Math & Science Joseph Martinez –Learning Center, ASLT Dulce Martinez Luna –Learning Communities & The Village Karen Rose Naval –Promise Scholars Deborah Nguyen –Financial Aid Fi Tovo –MANA, ASLT Olivia Viveros –MESA/ Math & Science</p>
Term Limits	Two Years
Staff	n/a
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	Strategic Goals Accessible Student-Focused Support
Website	http://collegeofsanmateo.edu/institutionalcommittees/sc.asp