

Berkeley City College Shared Governance Manual

Education Committee For Quality Programs and Services

Co-Chairs: Vice President of Instruction
Vice President of Student Services

Membership:

Director of Special Project
Curriculum Committee Chair or designee
Planning for Institutional Effectiveness (PIE) Chair or designee
Classified Senate President or designee
Academic Senate President or designee
Articulation Officer
Counseling Faculty Chair or designee
Library Faculty Chair or designee
Assessment and Orientation Coordinator
EOPS/CARE Coordinator
DSPS Coordinator or Learning Disabilities Specialist
Learning Community designee
Professional Development Chair
Teaching and Learning Center Coordinator
Associated Students President or designee
Department Chair or designee
Transfer and Career Information Center Coordinator

Length of term:

By position – as long as position held
By appointment/designation - Indeterminate

How Selected:

By position – by virtue of position held
By appointment/designation - Indeterminate

Purpose: The purpose of this committee is three-fold:

- Coordinate and collaborate on college-wide program review, development, evaluation, and strategic planning
- Request and review recommendations based on data analyses for the purpose of making informed decisions regarding educational programs and student support services
- Coordinate and implement Student Success and Support Program (SSSP) at the college level

Berkeley City College Shared Governance Manual

Coordination and Collaboration:

Take, assess, and summarize institutional effectiveness related suggestions from, and make informed, data-driven recommendations to BCC Roundtable for

- ▶ Planning for Institutional Effectiveness Committee (PIE)
- ▶ Curriculum Committee
- ▶ Professional Development Committee
- ▶ Education Ad hoc Committee
- ▶ Learning Community Committee(s)
- ▶ Department Chairs Council
- ▶ Student Services Council
- ▶ District Education Committee
- ▶ District Student Success and Support Program Committee

Data-Driven Decision Making:

- ▶ Coordinate and assist with accreditation efforts
- ▶ Facilitate college-wide effort in curriculum planning and development, including new programs, coursework and distance learning, and the implementation and coordination of the instructional and student support programs
- ▶ Assist the college in developing and updating educational master planning process and implementation, including economic/workforce development related to educational services at the college and program levels
- ▶ Assess, interpret, and ensure compliance with federal and state statutes and regulations, PCCD Board policy and administrative procedures, as they affect educational and student support services at college, program, and course levels
- ▶ Identify, discuss, and recommend to the President through Roundtable necessary changes in organizational and operating process and procedures regarding education programs and support services
- ▶ Help the College with enrollment management, linking with budget planning and class scheduling and support services offers
- ▶ Serve as liaison with PCCD Education Committee

Berkeley City College Shared Governance Manual

Student Success Support Program (SSSP):

Through college-wide cooperation, BCC will partner with PCCD and the State Chancellor's Office to

- ▶ Improve educational outcomes and workforce preparedness and close achievement gaps for historically underrepresented students
- ▶ Decrease time it takes students to earn a degree, certificate and/or transfer
- ▶ Save students and taxpayers money through efficiencies

by focusing on 8 areas as follows:

1. Increase college and career readiness
2. Strengthen support for entering students
3. Incentivize successful student behaviors
4. Align course offerings to meet student needs
5. Improve education of basic skills students
6. Revitalize and re-envision professional development
7. Enable efficient statewide leadership and increase coordination among colleges
8. Align resources with student success recommendations

Recommends to: College Roundtable for Planning and Budgeting

Frequency of Meetings: twice per month on the 2nd and 4th Thursdays during the academic year.