



## CONSULTATIVE COUNCIL AGENDA

**Facilitator:** Keith Curry/ Minodora Moldoveanu

**Recorder:** Paula VanBrown

**Date:** November 2, 2020

**Time:** 2:00 p.m.

**Location:** Zoom Meeting

### Vision

Compton College will be the leading institution of student learning and success in higher education.

### Mission Statement

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce, and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment

### Attendees

___ Christine Aldrich	___ Amankwa McKinzie	___ Lauren Sosenko
___ Sheri Berger	___ Minodora Moldoveanu	___ Holly Schumacher Zakoren
___ Keith Curry	___ Heather Parnock	
___ Linda Coleman	___ Jasmine Phillips	
___ Queen Juarez-Ward	___ Rachelle Sasser	

### AGENDA

1. **Review Minutes from October 26, 2020**
2. **President/CEO Items**
  - A. COVID-19 Update
  - B. Update on [Draft Eventual Return to Campus Plan](#) - **Status Report**
  - C. [Compton College 2024 Technology Plan](#) – Computer Purchases
3. **2020-2021 Commencement Ceremony**
  - A. Recommendation on the Type of Ceremony
  - B. Potential Speakers
4. [Compton College Response to the California Community Colleges Call to Actions](#)
5. **Campus Committees Update**
  - A. 2020-2021 Institutional Standing Committees
6. **Thinking Out of the Box**
7. **Other Items**
8. **Future Agenda Items**
  - A. 2020 Board Policies and Administrative Regulations
  - B. Eventual Return to Campus Plan
  - C. Update on Guided Pathways Implementation

**Next Scheduled Meeting: November 9, 2020, at 2:00 p.m.  
Zoom Meeting**



## CONSULTATIVE COUNCIL MEETING MINUTES



**Facilitators:** Keith Curry/Minodora Moldoveanu  
**Date:** October 26, 2020

**Recorder:** Paula VanBrown  
**Location:** Zoom

### Vision

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### Attendees:

Christine Aldrich  
Sheri Berger  
Keith Curry  
JoAnn Higdon

Minodora Moldoveanu  
Linda Owens  
Heather Parnock  
Rachelle Sasser

Holly Schumacher-Zakoren  
Lauren Sosenko

### MINUTES

#### 1. Review minutes from October 19, 2020

The Consultative Council reviewed the minutes from October 19, 2020. Approved.

Dr. Keith Curry stated that he would send an email to Sheri Berger about the Authors at Compton that whenever they want to bring in a speaker and cost has to be approved by the President/CEO Cabinet. Also, the Board of Trustees desires to see them use local people as well. Dr. Curry asked Sheri Berger to provide him with the agenda for the October 27, 2020 Authors at Compton event to send this information to the Board of Trustees. Dr. Curry said he and Sheri Berger had set things up to make sure the speaker will be paid.

#### 2. President/CEO Items

A. COVID-19 UPDATE: Dr. Curry provided no update, just trying to keep people safe.

Dr. Curry reported that he received a request from Major League Baseball to open their facility to the public. Dr. Curry sent this request to the pandemic coordinators for review. The pandemic coordinators need to look at MLB's contract, also consider how many people they will have every day. Because the more people are coming in, the more chance people at the front counter have for exposure. Dr. Curry said he might also send this request to the Health, Safety & Parking Committee. Dr. Curry said he is still trying to follow-up by looking at employees' procedures to take furniture and monitor home.

B. Update on Draft of Eventual Return to Campus Plan: Heather Parnock reported that she posted the Eventual Return to Campus Plan draft, the Living Document. The most current version, from October 22, has been posted on the COVID-19 webpage, and it will be discussed at Thursday's open Pandemic Coordinators Meeting. Heather Parnock said it documents where we are through fall 2020-that's phase 2. Phase 3 will focus on winter 2021 and if there are any updates from Athletics at that point. The meeting on Thursday will be held from 3:00-4:00 p.m. Heather Parnock said there is still time to email her, and she will send the Zoom Meeting link

for Thursday's meeting.

- C. Update on Compton College winter and spring 2021 classes: Sheri Berger said nothing new from last week. They are still working on the spring schedule, the winter schedule is live, and registration starts on November 6. Dr. Curry said he wants to be sure the spring schedule is out and instructed Sheri Berger to keep him posted. Dr. Curry said he wants to see the layout between the spring regarding the asynchronous courses versus the synchronous classes and how that is laid out in the schedule. Sheri Berger responded that it is already out in the winter schedule.

### 3. Facilities Update

Linda Owens gave an update on Facilities construction projects, which included:

- Student Services Building construction is ongoing and is currently one week ahead of schedule, but what's gained now could be lost during the winter. When the rain starts, there may be delays. This project is about 20% complete. Dr. Curry stated that a plan is needed from the management firm regarding the Financial Aid Office and the Veterans' Center to identify a space for them in the village for a few months.
- Administration Building renovation – This project will go out to bid after the completion of the Student Services building.
- Vocational Technology renovation – Linda Owens said she has been meeting with the Architect of Record, which is tBP Architecture, and she will be hosting a meeting with some of the end-users that are part of the committee to talk about what they can afford with the recent budget reduction; \$10.8M compared to \$12.8M.
- MIS/Math/Science Building renovations – Will start after the completion of the Vocational Technology Building.
- Child Development Center (CDC-Abel B. Sykes Building) renovation – Funds were allocated to work within the bond projects. Still, they could submit an IPP (Initial Project Proposal) to the state for consideration. They are hopeful they will get some funds from the state and have the project partially state-funded; should have an answer by January. They are also hopeful of getting some funds from the FPP (Final Project Proposal) later on for the CDC and the Music Building.
- Instructional Building #1 – The structure is up; the roofing materials are being brought in and installed. The scheduled completion is February 2021.
- Instructional Building #2 – The structure is going up south of Instructional Building #1; on schedule, expected completion is September 2021.
- Physical Education Complex – Just awarded Struere, Inc. Architecture the contract for the Architect of Record. They would like to meet with Dr. Curry to hear his vision. Dr. Curry asked Linda Owens to schedule this meeting. The budget for this project is \$46M. Dr. Curry stated that this architect came in well below budget.  
Dr. Curry reported that he met with the U.S. Tennis Association right before COVID, and they are interested, but they just haven't had a chance to get back together. Dr. Curry said he would follow-up this week with U.S. Tennis Association and try to schedule a meeting to discuss a partnership with the Physical Education Complex. He also said the key is to try to get some external support because some of the bond dollars are being used to cover the Student Services Building's overages. Linda Owens reported that since the Physical Education Complex is state-funded, the scope does not include the grounds.
- Visual and Performing Arts – The Final Project Proposal has been submitted to the state, and we are waiting for a reply by January. This project is \$9.7M and will be 50% funded by the state if we were to get consideration and approval. Dr. Curry reported that we are looking for sponsorship and support with this project, as well.

#### **4. Budget Update**

Dr. Curry introduced JoAnn Higdon, Interim Vice President for Administrative Services, former Vice-President of Administrative Services from El Camino College and Cerritos College. She has also helped a couple of other schools through their transition.

Dr. Curry reported that this information would be provided every month and also an analysis of cash flow. The CCCD 2020-2021 Budget-to-Actuals Variance – General Fund Unrestricted-Fund 01.0 as of October 12, 2020, was included in today's agenda packet. Dr. Curry said this report gives what we have in our budget, what has been spent up to October 12, and how much budget is available. He said he anticipates that some of this will change as some of these salaries start to hit throughout the year, but you can get a sense of where major object codes are spending the money. Dr. Curry is worried about the state's cash flow with the amount of deferrals as we're not going to be doing a TRAN to borrow cash from deferrals. We will be cash-flowing with our reserves, and that's why he will provide the Board of Trustees with the cash flow each month. This information will also be sent to the Planning and Budget Committee. Dr. Curry asked if this information is helpful or if anyone needs more information. Dr. Moldoveanu said that she is willing to share this information with faculty. Dr. Curry responded that he would send this information to her, and it is also available in BoardDocs. He said all of this is transparent. He wants to be sure people know what is being done. Dr. Curry commented that he has been providing budget-to-actuals for the last couple of months and has now added cash flow.

#### **5. Campus Committees Update (Included in agenda packet)**

A. 2020-2021 Institutional Standings Committees – Dr. Curry reported that he had updated the Campus Committees document based on the Board packet. He said he needs an update on the Professional Learning and Engagement Committee members to confirm the representatives from different groups. Dr. Curry asked Dr. Minodora Moldoveanu to provide faculty members names and Amankwa McKinzie to provide classified members' names, so Pilar Huffman can start scheduling their meetings. Dr. Moldoveanu responded that she would give a complete update with all the faculty serving on that committee.

Dr. Curry reported that he has been looking at the certificated and classified employment contracts. Both state that the presidents of the Federations should get a copy of the minutes and agendas from the committees, so he is going to have the Administrative Assistants include the Federation presidents as a part of the information packet that goes out, and that will be a way to be sure they get a copy of it. Dr. Curry said the same language is in both contracts. Dr. Curry asked if there were any questions. No response.

#### **6. Thinking Out of the Box**

No suggestions

#### **7. Other Items**

None

#### **8. Future Agenda Items**

A. 2021 Compton College Commencement: Dr. Curry reported that he received an update from Andree Pacheco saying that someone made a commencement request being a drive-through/drive-in. Dr. Curry said he has concerns but wants to know what others feel about it. Some comments were that it would be a good idea, but how have other schools do it. Some other schools have done it, and it would be interesting to connect with them to see how it works.

Sheri Berger stated that some schools have had a balloon arch with the school colors at the entrance and have a route that the cars drive through. Some schools had a hand-off through the windows, and everybody had to wear masks; other schools put it in the trunk of the car, so it was completely contactless. There were faculty members there, in their regalia, who either handed the diplomas through the window or put them in the trunk of the cars.

Heather Parnock stated that there were two primary concerns about having graduation on campus. One problem was graduates had to get out of their cars and walk across the stage individually to get their diploma. They timed it so that the person's family's vehicle could be near the location to take pictures. Still, unfortunately, they did have incidents of people exiting their cars, and the other challenge was the use of restrooms because people would have to leave their vehicles to use the restrooms.

Sheri Berger mentioned that the drive-through she talked about was just a drive-through; no one got out of their vehicles, no speeches. They came and brought their diplomas, which weren't their actual diplomas – they were like a case with the college name on it that they could put their diploma in, and that was what was placed in the trunk.

Dr. Moldoveanu said it would probably allow the students to have some photos from their graduation and provide them with some memories from the actual event. She suggested asking students in their classes if this were something they would be interested in without having to do a formal survey of the whole campus. The faculty could get a sense of how the students feel and even worth the trouble.

Dr. Curry said we could discuss this more at next week's meeting. His concern goes back to being safe and protecting the campus, and we would be exposing ourselves by having three hundred graduates and staff on campus. How do we manage it; that's a lot. Dr. Curry said with a drive-through on campus; he doesn't know how to keep people safe. He said he thinks the way it was done last year was excellent but could be enhanced. Dr. Curry believes some of the Board members would be interested in the drive-through and discuss it with them. He said he doesn't know how to keep people safe, restrooms have to be opened, or port-a-potty's have to be provided. Logistically, is it the right move to make, and will people feel safe? How can we keep people safe?

Lauren Sosenko said she understands that people want to come on campus and have that memory. She said she thought the video that was done last year was remarkable and was well done. She said she especially liked the short videos the students submitted; they were touching. She said she thinks that if we can keep the video quality up like it was done last time, it was well done.

Christine Aldrich said she was at a Commencement Committee meeting, and the students want more, so we need to listen more to what the students want to do that will also keep everybody safe. That was what a couple of students wanted. Christine Aldrich suggested to Dr. Curry that during his next Tartar Talks, he may want to see how the staff feels. Dr. Curry responded that he needs to decide by November 6.

Dr. Curry asked Dr. Moldoveanu to discuss this with the faculty, and he will discuss it during the Student Forum this week. This topic will be addressed during the Consultative Council next week, and any input from constituent groups will be helpful.

**The next Consultative Council meeting is scheduled for Monday, November 2, 2020  
at 2:00 p.m. via ZOOM**

# Compton College Compton Community College District 2020-2021 Standing Committees

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## **Consultative Council**

***Purpose:*** To review materials provided from the various committees designated as committees of the Consultative Council and provide recommendations to the **Keith Curry**, President/CEO. The committee members will be the leadership from each campus-wide constituent group and will meet on a weekly basis.

### ***Membership: 7***

Aldrich, Christine (Management Representative)  
**Moldoveanu, Minodora** (Academic Senate President)  
Phillips, Jasmine (Academic Senate Representative)  
Schumacher Zakoren, Holly (CCCFE - Certificated Unit President)  
McKinzie, Amankwa (CCCFE - Classified Unit Representative)  
Juarez-Ward, Queen (Associated Student Body Representative)  
Coleman, Linda (Confidential Employees Representative)  
VanBrown, Paula (Staff assistance)

**Meetings: Every Monday at 2:00 p.m., via Zoom meeting.**

## **Committees of the Consultative Council**

### **1. Institutional Effectiveness**

***Purpose:*** To review and provide recommendations about each of the District's Program Reviews to strengthen and support programs and program analysis. The Committee will also be responsible for reviewing the following: Compton College Educational Master Plan, Facilities Master Plan, Staffing Plan, and Technology Plan, to ensure these plans and all Program Reviews are consistent, aligned, and are current.

### ***Membership: 9***

**Flor, Paul;** Kibue, Stephen (Management Representatives)  
**Marsh, Katherine;** Richardson, Pamela; Tatlilioglu, Abby; Washington, Cassandra (Faculty Representatives)  
Blood, Denise; Hughes, Gloria (CCCFE - Classified Unit Representatives)  
Juarez-Ward, Queen (Associated Student Body Representative)  
Hernandez, Marina (Staff assistance)

**Meetings: fourth Thursday of every month :** September 24, 2020; October 22, 2020; (Tentative-due to Thanksgiving holiday) November 19, 2020; No meeting in December 2020; February 25, 2021; March 25, 2021; April 22, 2021; and May 27, 2021.

### **2. Planning and Budget**

***Purpose:*** The Planning and Budget Committee (PBC) serves as the steering committee for campus-wide planning and budgeting. The PBC assures that the planning and budgeting are interlinked and that the process is driven by the institutional priorities outlined in the Educational Master Plan and other plans adopted by the District. The PBC ensures that all plans are developed

using data from program review and are linked to the College's mission statement and strategic initiatives. The PBC makes recommendations concerning all global College and District planning and budgeting issues. The PBC reports all committee activities to the campus community.

***Membership: 9***

Cobb, Keith; **Osanyinpeju, Abiodun** (Management Representatives)  
Bernardo, Jose; Gillis, Amber; **Morales, Janette**; Villalobos, Jose; (Faculty Representatives)  
Johnson, LaVetta; DeWitt, Stephanie (CCCFE - Classified Representatives)  
Juarez-Ward, Queen (Associated Student Body Representative)  
Edwards, Colleen (Staff assistance)

**Meetings: Every 4<sup>th</sup> Tuesday of every month at 2:00 p.m.**

The Core Planning Committee is a workgroup reporting to the Planning and Budget Committee.

### **Operational Campus Committees**

#### **1. Accreditation Steering Committee**

**Purpose:** To coordinate the Compton College accreditation activities The Steering Committee will be composed of the President/CEO, Vice Presidents, Accreditation Liaison Officer, Accreditation Faculty Coordinator, standard team leaders, a representative from Institutional Effectiveness, and other interested individuals.

Barakat, Sylvia (Staff Assistance)

**Meetings: scheduled for every other month by Steering Committee Co-Chairs.**

#### **2. Tartar Focused & Directed Pathways to Completion Committee**

**Purpose:** Compton College is focused on improving our overall student completion rates by 2022-2023. Working with the Faculty Council, the Compton College has established the Tartar Focused & Directed Pathways (Guided Pathways Framework) to Completion Committee. The goal of the committee is to develop, implement and monitored the Tartar Focused & Directed Pathways to Completion at Compton College.

Starling, Brittney (Staff assistance)

**Meetings: scheduled for every month by Taskforce Tri-Chairs.**

#### **3. Tartar Support Network**

**Purpose:** To provide recommendations and support to address food and housing insecurity, technology, transportation, and mental health services for Compton College students. The Committee's goal is to develop, implement, and monitor activities that address Compton College Students Basic Needs. The Tartar Support Network will be composed of Faculty, Classified Staff, Administrators, and Students.



#### 4. **Audit Committee**

**Purpose:** The Audit Committee will periodically report to the Board the status of previous district audit, special audit, and internal audit recommendations. The President/CEO chair the Audit Committee.

**Membership: 3**

Ruiz, Armando (Management Representative)

**Valdry, Andre** (Faculty Representative)

Hughes, Gloria (CCCFE - Classified Representative)

VanBrown, Paula (Staff assistance)

**Meetings: Quarterly meetings scheduled by the President/CEO.**

#### 5. **Calendar Committee**

**Purpose:** The Calendar Committee will develop and maintain a two-year academic calendar cycle for Compton College. The Calendar Committee will develop and recommend to the President/CEO an academic calendar with at least 175 days of instruction and evaluation to qualify for full apportionment from the State School Fund.

**Membership: 9**

**Bell, Richette;** Berger, Sheri (Management Representatives)

Adams, Emma; Mason, Don; Phillips, Marjerrita; **Schumacher Zakoren, Holly** (Faculty Representatives)

Donaldson, Brenda; *Vacant* (CCCFE - Classified Representatives)

Atkins, Benson (Associated Student Body Representative)

Martin, Travis (Staff assistance)

**Meetings:**

#### 6. **Facilities**

**Purpose:** To coordinate campus-wide capital construction and long-range planning in conjunction with local, state and bond funding and to monitor campus-wide facilities maintenance and operations, and prioritization of deferred maintenance.

**Membership: 9**

**Owens, Linda;** Pacheco, Andree (Management Representatives)

Diaz, Corina; **Uch, Mandeda;** Threadgill, Cheryl; Williams, Shannon (Faculty Representatives)

Kowalski, Victor; Simmons, Annette (CCCFE - Classified Representatives)

Juarez-Ward, Queen (Associated Student Body Representative)

Delgado, Catalina (Staff assistance)

**Meetings: 4<sup>th</sup> Tuesday of each month at 1:00 p.m.**

#### 7. **Health, Safety, & Parking**

**Purpose:** To monitor and oversee an infrastructure of safety procedures and health/emergency measures on campus, prepare and implement the District's Health and Safety Plan, and monitor the district response to the Compton CCD Pandemic Outbreak - Emergency Operations Plan.

**Membership: 22**

**Box, Ramund;** James, Reuben; Parnock, Heather; Sasser, Rachelle (Management Representatives)  
Hill, Jennifer; Maruyama, David; Morales, Janette; Ornelas, Miguel; Roeun, Malinni; Schumacher,  
Holly; **Wallano, Eyob;** Yahye, Rashid (Faculty Representatives)  
Blood, Denise; Gordon, Nicole; Hatten, Felecia; Perez, Christopher; (CCCFE - Classified Unit  
Representatives)  
Atkins, Benson; *Vacant; Vacant; Vacant* (Associated Student Body Representative)  
Ruiz, Armando; *Vacant* (Confidential Employees Representative)  
Aparicio, Sandra (Staff Assistance)

**Meetings: 2<sup>nd</sup> Wednesday of each month at 1:30 p.m.**

**8. Technology**

**Purpose:** To develop a Technology Plan, make recommendations on new technology infrastructure (equipment or systems) being considered for purchase by the District, to review technology needs, policies and procedures on an annual basis and to determine the best allocation of technology equipment, which is donated or granted to the District. To coordinate the plans and proposals that develop, implement and evaluate distance learning and the related instructional technology activities.

**Membership: 9**

Purdom, Syria; **Yermakov, Andrei** (Management Representatives)  
Alpern, Ronnie; Estrada, Harvey; Turcotte, David; **Maruyama, David** (Faculty Representatives)  
Blood, Denise; Seymour, Clifford (CCCFE - Classified Unit Representatives)  
Atkins, Benson (Associated Student Body Representative)  
Gordon, Nicole (Staff Assistance)

**Meetings: 3<sup>rd</sup> Wednesday of each month from 3:00 p.m-4:00 p.m.**

The 504/508 workgroup will report to the Technology Committee.

**9. Enrollment Management**

**Purpose:** To develop and implement marketing, recruitment, and a retention plan (District's Enrollment Management Plan) linked to Full-Time Equivalent Students (FTES) targets developed utilizing past and present student data and identifying trends and project enrollment data for each academic year.

**Membership: 9**

**Martinez, Elizabeth;** Berger, Sheri (Management Representatives)  
Preston, Essie; Stoddard, Patricia; Radcliffe, Kendahl; **Tavarez, Juan** (Faculty Representatives)  
Martin, Travis; Johnson, LaVetta (CCCFE - Classified Unit Representatives)  
Elizondo, Elizabeth (Associated Student Body Representative)  
Starling, Brittney (Staff assistance)

**Meetings: 2<sup>nd</sup> Monday of each month at 3:00 p.m.**

## 10. Student Success

**Purpose:** To provide a shared framework for the discussion, development, and implementation of processes and programs that integrate Student Equity and Achievement, Strong Workforce, and Adult Education to optimize and enhance student achievement, retention, and success. This Committee will compile and approve mandated reports and plans required by the California Community College Chancellor's Office, including the Student Equity and Achievement Plan, Strong Workforce, and Adult Education. The Committee will reflect a broad representation from Faculty, Classified Staff, Administrators, and Students.

**Membership: 9**

**Blonshine, Rebekah;** Jimenez, Cesar (Management Representatives)  
George, Sarah; Jackson, Raquel; Turcotte, David; **Woodward, Valerie** (Faculty Representatives)  
Donaldson, Brenda (CCCFE - Classified Unit Representative)  
Juarez-Ward, Queen (Associated Student Body Representative)  
Sevilla, Nathalie (Staff assistance)

The Student Equity and Achievement, Adult Education, and Strong Workforce workgroups will report to the Student Success Committee.

**Meetings:** September 24, 2020, October 22, 2020, November 19, 2020, December 10, 2020 from 2:00 p.m.-3:00 p.m.

## 11. Professional Learning and Engagement Committee

**Purpose:** The Professional Learning and Engagement Committee serves as an advisory capacity for the District. The advisory committee is responsible for making recommendations on staff, student, and instructional improvement activities (title 5, section 55730(e)). The recommendations are based upon a comprehensive planning process that includes needs assessment and evaluation. This committee also maintains the guidelines and procedures for funding employee conference and travel requests for the District. Trainings activities will be provided to faculty, classified professionals, and administrators for professional growth and renewal that will lead to a stronger sense of connection among employees and students, greater holistic student success, and institutional effectiveness. This mission supports a campus culture of collaboration that furthers our student-centered college goals.

**Membership: 9**

**Huffman, Pilar;** Sasser, Rachelle (Management Representatives)  
**Aasi, Fazal;** Crozier, Judith; Manikandan, Gayathri; Pham, Hoa (Faculty Representatives)  
Ruelas, Josue; Wimberly, Wendy (CCCFE - Classified Unit Representatives)  
VanBrown, Paula (Confidential Employees Representative)  
Hawkins, Alice (Staff Assistance)

The Academic Senate Faculty Development Committee will make recommendations to the Academic Senate and the Professional Learning and Engagement Committee. The Classified Development Committee and a Management Development Committee will report to the Professional Learning and Engagement Committee

**Meetings:**

## 12. Auxiliary Services

**Purpose:** To coordinate the operations of the foodservice, bookstore, and campus-wide vending services and to ensure that comprehensive and cost-effective services are provided to meet the needs of students.

**Membership: 9**

**Garcia, Michelle** (Management Representative)

Bernaudo, Jose; Clark, Leonard (Faculty Representatives)

*Vacant*, (CCCFE - Classified Unit Representative)

Atkins, Benson; *Vacant*; *Vacant*; *Vacant*; *Vacant* (Associated Student Body Representatives)

Bush, Dorothy (Staff assistance)

**Meetings: October 1, 2020, and October 22, 2020.**

## 13. Health Benefits

**Purpose:** This committee shall review and may recommend changes to health benefits (including medical, dental, and vision) offered to employees.

**Membership: 9**

**Sasser, Rachelle**; Leung, David (Management Representatives)

Washington, Cassandra; Schumacher Zakoren, Holly; Roach, Don; **Williams, Nikki** (Faculty Representatives)

*Vacant*; Martin, Travis (CCCFE - Classified Unit Representatives)

Edwards, Colleen (Confidential Employees Representative)

Garcia, Linda (Staff assistance)

**Meetings are scheduled quarterly by the Co-Chair and are held in the via Zoom Meeting.**

### NOTES:

- One Management Representative and One Faculty Representative shall serve as the co-chair of the committees. Co-Chairs are in bold font for each committee.
- All committee meeting calendars, agendas and minutes, are to be posted on the [designated space](#) on the Compton College webpage.
- The Consultative Council and Planning and Budget committees are scheduled to meet throughout the 12 month fiscal year. All other committees will meet during the ten academic months.
- The initial committee meeting for the fall semester shall be called by the co-chairs, no later than September 30th of each calendar year.
- Members will be appointed in August for the upcoming academic year.
- Committee meetings should be held during college hour whenever possible.
- Efforts should be made by the appointing leadership to distribute the committee membership to avoid one person serving on more than two (2) committees.

- Failure to attend two consecutive committee meetings without reasonable excuse may result in a member removal from their committee assignment.