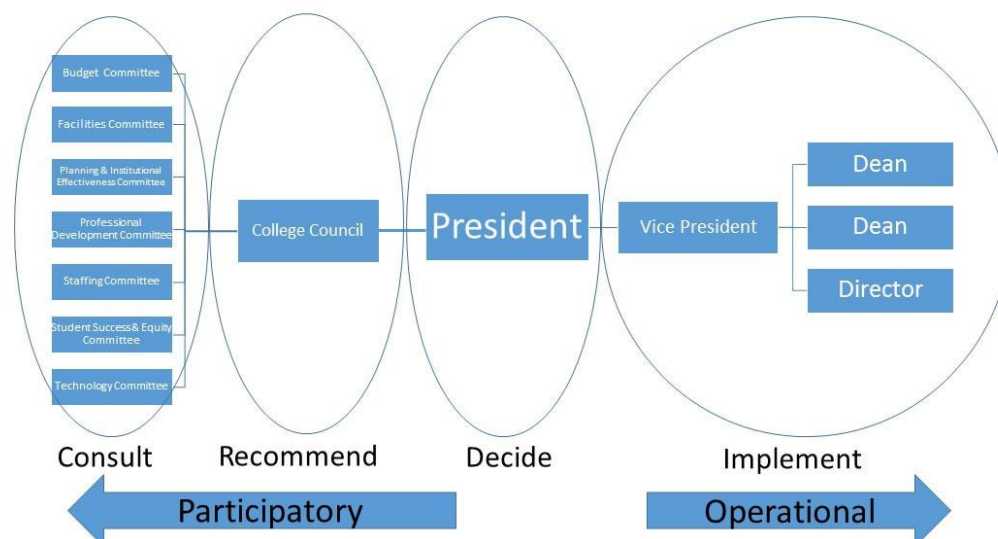


OPERATIONAL COMMITTEES

Participatory vs. Operational Example



Operational entities are not constituency based; rather, they include the personnel to accomplish their operational tasks and conduct regular business. They make decisions on specific, functional issues, based on established local, state, and federal regulations, protocols, or procedures, or they may be established for other standing or temporary purposes. Operational committees also implement the decisions made as part of the participatory governance process.

Operational committee membership is based on appointment related to expertise and position, and do not represent constituency groups though their membership may reflect a wide variety of constituencies. Operational bodies are led by a chair, co-chairs or tri-chairs, depending on preference, interest in the issue, or subject matter expertise.

Operational committees can also be heavy in consultation with various campus departments or types of personnel, such as department chairs, to better complete the work of the committee.

Student Representation

Membership on operational bodies is largely assigned by position, department or division, except when it comes to student representation as outlined by California Code of Regulations, Title, Section 51023.7, more commonly known as "9+1," or by GCCCD board policy. The 9+1 policies include:

1. Grading policies
2. Codes of student conduct

3. Academic disciplinary policies
4. Curriculum development
5. Courses or programs that should be initiated or discontinued
6. Processes for institutional planning and budget development
7. Standards and policies regarding student preparation and success
8. Student services planning and development
9. Student fees within the authority of the District to adopt
10. Any other District and college policy, procedure, or related matter that the District governing board determines will have significant effect on students

While student participation is regulated, it's also important to include students in decisions that will directly affect them. Program and policy decisions are enhanced when considering student development.

Types of operational bodies

There are several different types of operational committees or bodies; they are called together based on the needs of the college.

Council

Councils are primarily bodies that represent functional areas and provide counsel to their respective vice president or dean.

Committee

Committees have a specific purpose within a defined scope of responsibility.

Steering Committee

Steering committees are charged with overseeing and directing large-scale initiatives and may oversee other committees.

Advisory Committee

Advisory committees serve to provide consultative and technical assistance to program/department staff.

Ad Hoc/Task Force

Ad hoc and task forces are generally groups with very task-oriented goals and are considered a working group that includes membership from across the college. They typically exist for a limited amount of time.

Work Group

Work groups are more constrained in assignment scope and in membership, often times with membership confined to one department, initiative or program. They typically exist for a limited amount of time.

Operational Committees

Below are current operational bodies by division:

Academic Affairs

Academic Affairs Council

Academic Division Councils (Allied Health and Nursing; Arts, Language and Communications; Career Technical Education and Workforce Development; English and Social/Behavioral Sciences; Learning and Technology Resources; Math, National Sciences, Exercise Science and Wellness)

Career/Technical Education (CTE) Advisory Committees

Enrollment Strategies Committee

Administrative Services

Administrative Services Council

Administrative Services Program Review

Bookstore Committee

Emergency Preparedness Committee

Food Services Advisory Committee

Student Services

Student Services Council

Admissions and Records Appeal Committee

International Programs Committee

Financial Aid Appeals Committee

Scholarships Committee

Basic Needs Task Force

Disciplinary Hearing Committee

Formal Student Grievance Hearing Council

Student Services Program Review

Veterans Services Task Force

World Arts & Culture Committee

Student Success and Support Program (SSSP) Committee

Title V Steering Committee

Cooperative Agencies Resources for Education (CARE) Advisory Committee

CalWORKs Advisory Committee

Extended Opportunity Programs and Services (EOPS) Advisory Committee

[Collegewide/President's Office](#)

Accreditation Steering Committee

Annual Unit Plan Task Force

College Recognition Committee

Leadership Council

Marketing Committee

Guided Pathways Convening Task Force