GROSSMONT COLLEGE ACADEMIC SENATE
(Adopted 12/3/2012)

Terms for Committee Representatives and
Best Practices for Committee Division Representatives

Terms for Committee Representatives

MOTION: Academic Senate committees will adopt a 2 year committee/council membership term for all Grossmont College committees and councils, with the option for members to re-apply for additional terms.

Committees should discuss a method to implement the term lengths and track them with the aid of the Senate Secretary.

Best Practices for Committee Division Representatives

Division representatives on committees are an important component of shared governance and effective communication between the committees and departments. It is the role of a division representative to collect information from the departments in their division, provide that point of view to the committee, work collaboratively in college committees, and disseminate information coming from the committee.

Specifically, responsibilities are to:

1. Act as a liaison by soliciting input from department chairs relevant to the agenda of the committee before the meeting
2. Act as an advocate for the division by reporting the needs and points of view of the departments
3. Collaborate with other members of the committee as a liaison for your division to execute the charge of the committee
4. Engage in committee decision-making by balancing the input from the division with the interests of the college as a whole.
5. After meetings, report committee information to the dean and to division chairs, who can then disseminate to department faculty as needed
6. Serve as a liaison for your division, particularly department chairs, to answer questions or refer individuals to the proper person or process as set out by the committee

Committees with Division Reps:
Planning and Resources Council
Academic Program Review
Collegewide Professional Development
Curriculum
Enrollment Strategies
Facilities
Faculty Professional Development
Faculty Staffing
Institutional Review
Technology for Teaching and Learning