

District-wide Administrative and Academic Councils and Committees

To fulfill the District’s mission and the goals and objectives of the *District Strategic Plan*, administrative staff, college faculty, classified staff, and students meet regularly in 46 district-wide consultative bodies, councils, and standing committees. These committees meet to draft policy and procedural recommendations, to assure implementation of Board Rules and Administrative Regulations, to coordinate efforts, and to share best practices.

EXECUTIVE ADMINISTRATIVE COUNCILS

Chancellor’s Cabinet			
Description	Reviews recommendations from other councils and committees before making final recommendations to the Chancellor.		
Committee Charge	<ul style="list-style-type: none"> • Helps set administrative and institutional priorities • Reviews recommendations from Vice President Councils and forwards recommendations to the Chancellor for action • Reviews recommendations from district-wide governance committees, including the District Budget Committee, the District Planning Committee, the Bond Oversight Committee, and the JLMBC and forwards recommendations to the Chancellor for action 		
Reports To	The Chancellor		
Consults With	Vice President Councils, District Budget Committee, District Planning Committee, Bond Oversight Committee, and JLMBC		
Meets	Monthly		
Chair	The Chancellor		
Membership	<table border="0"> <tr> <td>Chancellor 9 college presidents Deputy Chancellor Vice Chancellors</td> <td>Chief Financial Officer Director of Facilities Planning & Development District General Counsel</td> </tr> </table>	Chancellor 9 college presidents Deputy Chancellor Vice Chancellors	Chief Financial Officer Director of Facilities Planning & Development District General Counsel
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Agenda/Minutes	N/A		
Annual Assess.	June		

Council of Academic Affairs	
Description	Recommends changes to policies and procedures to improve Academic Affairs operations; reviews academic policy and procedural changes recommended by other constituent groups (DAS, CSSOs and CBOs); shares best practices and information about academic matters throughout the District.
Committee Charge	<ul style="list-style-type: none"> • Addresses issues of concerns to Academic Affairs programs in the District • Reviews Board Rules for proposed changes or modifications • Reviews State rules to ensure understanding and uniformity of applications • Reviews proposals for changes or modifications impacting academic affairs
Reports To	Chancellor’s Cabinet
Consults With	CSSOs & CBO Councils, District administrative & faculty leadership, and Academic Affairs-related district-wide committees (i.e. Curriculum Deans, CTE Deans, etc.)
Meets	Monthly
Membership	Vice Presidents of Academic Affairs and Workforce Development Presidents’ liaison Vice Chancellor for Educational Programs and Institutional Effectiveness
Agenda/Minutes	N/A

Annual Assess.	June of each fiscal year
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Council of Student Services (CSSOs)	
Description	Meets to discuss and review issues related to district wide student services concerns.
Committee Charge	<ul style="list-style-type: none"> • Coordinates and administrates student services operations • Reviews and recommends new policies or changes to existing district policies • Oversees and ensures compliance with district administrative policies and procedures • Reviews recommendations and consults with other constituent groups or committees
Reports To	Chancellor’s Cabinet
Consults With	CIO & CBO Councils, District administrative & faculty leadership, and Student Service district-wide committees (i.e. Admissions, CDC, DSPS, Financial Aid, EOP&S, etc.)
Meets	Monthly
Chair	Joe Ramirez, Vice President of Student Services, Los Angeles Mission College
Membership	College Vice Presidents of Student Services Presidents’ liaison Vice Chancellor for Educational Programs and Institutional Effectiveness
Agenda/Minutes	N/A
Annual Assess.	June of each fiscal year

District Administrative Council (DAC)	
Description	Addresses issues related to district-wide business and administrative services
Committee Charge	<ul style="list-style-type: none"> • Oversees and ensures compliance with district-wide administrative policies and procedures • Recommends policy changes when needed • Facilitates and coordinates administrative operations • Reviews business policy and procedural changes recommended by other constituency groups (DAS, CSSO, and CIO)
Reports To	Chancellor’s Cabinet
Consults With	Vice President Councils, Chief Business Officer, District Academic Senate
Meets	Monthly
Chair	Tom Jacobsmeyer, Vice President of Administrative Services, Los Angeles Valley College
Membership	1 college president liaison 9 college vice presidents of Administrative Services District Chief Financial Officer
Agenda/Minutes	N/A
Annual Assess.	June

Executive Committee of the DBC			
Description	A subcommittee of the DBC, the FRPC monitors the budgets of colleges that fail to operate within their annual budget allocations.		
Committee Charge	<ul style="list-style-type: none"> • Reviews operations of colleges that report negative year end balances • Makes recommendations on strategies for balancing budgets • Formulates policy recommendations on long-range financial strategies • Formulates policy recommendations for maintaining District fiscal stability • Formulates policy recommendations for facilitating debt relief and/or deferrals of repayments 		
Reports To	District Budget Committee		
Meets	Monthly (or more as needed)		
Chair(s)	Jeanette Gordon (CFO/Treasurer)		
Membership	<table border="0"> <tr> <td>Chancellor Deputy Chancellor 2 College Presidents Director of Budget and Management Council of Academic Affairs Representative</td> <td>District Admin. Council Representative 2 District Academic Senate Representatives 2 AFT Faculty Guild Representatives AFT Staff Guild Representatives</td> </tr> </table>	Chancellor Deputy Chancellor 2 College Presidents Director of Budget and Management Council of Academic Affairs Representative	District Admin. Council Representative 2 District Academic Senate Representatives 2 AFT Faculty Guild Representatives AFT Staff Guild Representatives
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Agenda/Minutes	N/A		
Annual Assess.	N/A		

Human Resources Council			
Description	Hears matters regarding classified service forwarded by the VP Councils and the Personnel Commission, and serves as a consultative body on other human resources issues and policies		
Committee Charge	<ul style="list-style-type: none"> • Reviews all issues regarding classified service • Serves as a management consultative body on matters outside the scope of collective bargaining. • Serves as a consultative body on human resources policies and other matters that relate to the implementation of the systems modernization project • Performs additional responsibilities and duties as may be determined by the Chancellor's Cabinet 		
Reports To	Chancellor's Cabinet		
Consults With	Vice Presidents' Councils		
Meets	Bi-Monthly		
Chair(s)			
Membership	<table border="0"> <tr> <td>2 College Presidents (Co-Chairs) 2 Vice President of Academic Affairs 2 Vice President of Administrative Services 2 Vice President of Student Services Personnel Commission Director (resource)</td> <td>Vice Chancellor of Human Resources Division (resource) Associate General Counsel (resource) Five (5) additional HR Division staff serving as resource persons</td> </tr> </table>	2 College Presidents (Co-Chairs) 2 Vice President of Academic Affairs 2 Vice President of Administrative Services 2 Vice President of Student Services Personnel Commission Director (resource)	Vice Chancellor of Human Resources Division (resource) Associate General Counsel (resource) Five (5) additional HR Division staff serving as resource persons
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Agenda/Minutes	N/A		
Annual Assess.	N/A		

Sheriff's Oversight Committee

Sheriff's Oversight Committee			
Description	Provides oversight for the activities of the Sheriff's Department		
Committee Charge	<ul style="list-style-type: none"> • Facilitates communication regarding safety and security matters • Addresses complaints regarding campus policing that involve more than one college 		
Reports To	Chancellor		
Consults With	3 Vice Presidents Councils and Student Affairs Committee		
Meets	Bi-Annually (or more as needed)		
Chair(s)	To Be Determined		
Membership	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Deputy Chancellor Chief Financial Officer 2 College Presidents 1 Vice President of Administrative Services 1 Vice President of Academic Affairs 1 Vice President of Student Services 2 Faculty Guild Representatives </td> <td style="width: 50%; vertical-align: top;"> 1 Supervisor Unit Representative 1 Staff Guild Representative Sheriff's Department (Captain or Lieutenant) Director of Business Services 1 Office of General Counsel Representative Student Trustee </td> </tr> </table>	Deputy Chancellor Chief Financial Officer 2 College Presidents 1 Vice President of Administrative Services 1 Vice President of Academic Affairs 1 Vice President of Student Services 2 Faculty Guild Representatives	1 Supervisor Unit Representative 1 Staff Guild Representative Sheriff's Department (Captain or Lieutenant) Director of Business Services 1 Office of General Counsel Representative Student Trustee
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Agenda/Minutes	N/A		
Annual Assess.	October		

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