- Take responsibility for an active role in participatory governance, develop a classified staff perspective on college issues and proposals, and provide input to and receive information from College Council Representatives

- Provide for a direct communication link between individual members and College Council

- Develop Senate standing committees, as necessary, and submit their functions and membership to College Council for review and recommendations

# Student Senate

## Purpose

The Student Senate is the official organization of the Student Government of Cerro Coso, which provides for representation of all approved clubs and other student groups.

## Membership

The Student Senate includes all interested students and student representatives of approved clubs and other student organizations.

## Responsibilities

- Establish a constitution and bylaws

- Develop processes for selecting the student representatives on College Council and sub- and associated committees, as appropriate

- Take responsibility for an active role in participatory governance

- Develop student perspective on campus issues and proposals, and provide input to and receive information from, College Council Representatives

- Provide a forum to discuss college issues and facilitate communication between students and staff

- Provide for a direct communication link between individual students and College Council

- Develop, as necessary, Senate standing committees, and submit their functions and membership to College Council for review and recommendations

# Appendix B

## Safety and Security Committee

### Charge

To protect the health and safety of employees, students, community members, and the environment; identify and address health and safety concerns and issues; and inform the college community of safety practices, procedures, and training related to health and safety. Cerro Coso Community College will make every reasonable effort to promote, create, and maintain a safe and healthful environment.

### Composition

- Program Manager, Safety and Security (administration) - chair
- Site Directors (administration) (2)
- Faculty representative, Career Technical Education (faculty)
- Faculty representative, Letters and Sciences (faculty)
- Faculty representative, Student Services (faculty)
- Classified representatives (2)
- Student representative (1)

### Evaluation and Assessment

Annual evaluation and assessment of the Safety and Security Committee is crucial for the safety of our students and staff.

- Evaluate safety and security by participating in drills and exercises to maintain preparedness at all times.
- Assessment will be determined by success of the drills and response time to complete the drill, additionally assessment will be through college surveys.
- Review of reoccurrence of incidents on campus and ability to respond to those incidents.
- Survey results from students and employees related to safety and security on camp

# Appendix C

## Technology Resource Team

### Charge

To recommend to the College Council technology practices, procedures, standards in planning the areas of instruction and information. TRT's goal is for the advancement of technology in the areas perceived as beneficial by college departments, faculty, staff, and students.

### Composition

- Director, Information Technology (administrator) - chair
- Faculty representatives (4)
- Classified representatives (4)
- Student representatives (1)

The following areas should be represented by the mix of members:

- Career Technical Education
- Letters and Sciences
- Web services
- Network administration
- CC Online
- Student services
- Interactive television

### Evaluation and Assessment

Continuous evaluation and assessment of the work of the Technology Resource Team are crucial for maintaining quality and pursuing institutional excellence and improvement.

- One of the recommendations that was brought forward from this year's self-evaluation is that we conduct an awareness survey, this survey could be part of a campus-wide committee awareness survey that is sent out to all staff/faculty and students each spring.

- Self-Evaluation of the TRT Committee. Each year, the success of the TRT Committee's own effectiveness will be evaluated through a self-reflection of the work and communications that TRT performed during the past year.