

College Council Membership

College Council recommends that representative term limits should be two-to-three year terms at the discretion of each senate or representative selection committee. Note: The president's assistant serves as permanent note-taker for College Council.

- President, co-chair
- Academic Senate President, co-chair
- Vice President, Instruction
- Vice President, Student Services
- Vice President, Fiscal and Administrative Services
- Mid-level Management, one representative
- Faculty, four representatives in the areas of Career Technical Education, Letters and Sciences, Student Services, member at large
- CCA, one representative (at least one of the five faculty representatives should be from a non-main campus location: ESCC, KRV, EK, or Tehachapi)
- Classified Senate, one representative
- CSEA, Chapter 617, two representatives
- Student Government, the SGCC President and one additional representative
- Director, Eastern Sierra College Center
- Director, East Kern Center and Kern River Valley

Evaluation and Assessment

College Council conducts an annual assessment of the effectiveness of the participatory governance process in general and of College Council specifically. This assessment is conducted through surveying the College Council representatives of all constituent groups as well as the college community as a whole. Where feedback suggests areas for improvement, focus groups may be conducted to further evaluate a problem area for more specific information and the development of an improvement plan. Results of this assessment are reported out at College Council, and gaps to be addressed are reported out through the governance process and messaged in college communications such as the president's weekly brief or the Progress Report.

College Constituencies

These constituency groups contribute to the participatory governance process and are made up of entities that, because they are constituted by state law, fall under the Brown Act.

Academic Senate

Purpose

The Cerro Coso Community College Academic Senate is the official organization for the professional development and support of all college faculty members.

Membership

Membership includes all full- and part-time certificated staff members, excluding administrators.

Responsibilities

Title V §53200 (b): Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters. Section 53200 (c) "Academic and professional matters" means the following policy development and implementation matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines
- Degree and certificate requirements
- Grading policies
- Educational program development
- Standards or policies regarding student preparation and success
- District and college governance structures, as related to faculty roles
- Faculty roles and involvement in accreditation processes, including self-study and annual reports
- Policies for faculty professional development activities
- Processes for program review
- Processes for institutional planning and budget development
- Other academic and professional matters as mutually agreed upon between the governing board and the Academic Senate

Faculty Union (KCCD CCA/CTA/NEA)

Purpose

The primary purposes of this association is to represent its members in their relations with their employer, and to seek to be the exclusive representative of appropriate units of college employees in all matters relating to employment conditions and employer-employee relations including, but not limited to, wages, hours, and other terms and conditions of employment;

Membership

KCCD CCA represents all faculty (full-time and adjunct) of KCCD including Cerro Coso Community College. Paid membership is voluntarily and open to all faculty, full- and part-time.

Responsibilities

As established in its by-laws, CCA

- forms a representative body capable of developing group opinion on professional matters to speak with authority for teachers
- implements the Association's policies and goals through negotiations with the Kern Community College District
- provides an opportunity for continuous study and action on problems of the profession including, but not limited to, political and legislative activities
- provides a means of representation for its ethnic, minority, and other historically underrepresented members

- promotes professional attitudes and ethical conduct among members
- encourages cooperation and communication between the profession and the community
- fosters good fellowship among members.

Administrative Cabinet

Purpose

The Administrative Cabinet meets monthly to discuss matters affecting the college and to be certain that tasks will be accomplished in a timely manner. The cabinet is accountable to the president, the RCCD chancellor, and the board of trustees for the efficient and effective operations of the College and stewardship of the public trust. The Administrative Cabinet does not fall under the Brown Act, nor does it operate under a constitution

Membership

All educational and classified administrators as well as the assistant to the president participate in Administrative Cabinet meetings.

Responsibilities

- Maintain the direction of the college in compliance with education code, regulatory code, board policy, collective bargaining agreements, and standards of accreditation
- Assure that student needs are being met
- Assure that instruction is carried out as approved by the Curriculum and Instruction Council and that student learning outcomes are established, assessed, and lead to improvements in student learning and achievement
- Direct the faculty and staff of the college to support the mission, vision, and values of the district and the college within the guidelines of state law, accreditation standards, board policy, and any pertinent labor contracts
- Maintain the facilities and support services of the college so that the mission may be accomplished.

Classified Senate and California State Employees Association (CSEA)

Purpose

The Classified Senate serves as one of the official organizations for the professional development and support of the college's classified staff, providing a central mode of communication and to promote the well-being of the Classified Staff. CSEA is the bargaining unit for the classified employees. Under Senate Bill 235, CSEA was granted additional rights as the exclusive representative in regards to labor bargaining issues within the decision making process. Together, these two bodies collectively have chosen to represent classified in a spirit of collaboration in the best interest of the classified members in participatory governance.

Membership

Classified Senate and CSEA include all members of the full-time and part-time permanent classified staff.

Responsibilities

- Develop and periodically review, and revise, as necessary, a constitution and by-laws
- Select representatives to College Council. The selection will be determined according to the process outlined between the Classified Senate and the CSEA, Chapter 617

- 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

Cerro Coso Community College Decision Making Flow Chart

