Original

1 Change:
Added Articulation Officer back.

LAS POSITAS
COLLEGE

Governance Worksheet

From Shared Governance Handbook, Draft 11, 8/4/14

Committee Name: CURRICULUM COMMITTEE

Academic Year 2014 to 2015

Please refer to the **Las Positas College Shared Governance Handbook** (available on the Intranet at http://grapevine.laspositascollege.edu/administration/governance.php) to complete this worksheet.

In order to ensure a smooth transition, it is advised that committee chairs be appointed in May for the following academic year.

Instructions

A. **The purpose** of this worksheet is to allow each committee, Senate, Union, task force, or user group ("group") to review its charge and membership at its first Fall meeting.

B. **Locate your Group's current Charge and Responsibilities** in the Governance Handbook, and send it to the Group with the agenda prior to the first Fall meeting.

C. **If the structure is satisfactory**, no changes need to be made to this form. Just check Yes in Item 1, have the members sign the last page, and return to the President's Office.

D. **If the Group wishes to make changes,** fill in the sections below for recommendations to College Council. Remember that changes to the Charge should be carefully coordinated with related committees. Changes in Membership should be coordinated with the constituency groups involved, keeping fairness in representations among the Groups.

E. **Comments or questions** may be sent back to the Group from College Council for follow-up.

F. **Return to the President's Office** by the end of September each year.

Thank you!

3. **Chairmanship**

Indicate how chair is currently selected (**Committee vote**, appointed by ____, or by the position they hold at the college (*ex officio*, "by the office of",* such as VP of Administrative Services for Bookstore User Group).

How is the chair currently selected? (check one)

___ By committee vote

___ Ex officio (by office) - state which office : _____

(i.e., VP Admin. Services for for Bookstore User Group)

___ Other: __*(state how chosen)*_____

And:

_X__ Chair selection method remains the same

..... OR .....

____ It is recommended that Chair selection method change to: (Type in:)

4. Membership ___ Current Membership remains the same

_X_ OR: Membership in document is not correctly stated

___ **OR:** It is recommended **Membership change TO:**

Voting Members

(Example: Vice President of Student Services, 4 Classified; 2 Students, 1 Faculty from each division)

1. 1 Faculty from each Division
2. 2 At-large Faculty
3. 1 Librarian (may also serve as a division representative) (Note: If the Librarian also serves as division representative, they will have only one vote)
4. 1 Articulation Officer (may also serve as a division representative) (Note: If the Articulation Officer also serves as division representative, they will have only one vote)

☐ added Articulation Officer back.

Total Voting Members: 8

Quorum (50% + 1) : 5

Non-Voting Members - Current *(Example: 1 faculty representative from each division, 4 Classified, 2 Students)*

1. Chair (*votes only in case of a tie*; see below for more information; serves on College Council)
2. Vice President of Academic Services
3. All Academic Division Deans

Governance Worksheet
Approval by Group Members

NAME OF GROUP Curriculum Committee

Signature	Printed Name	Date
	Jill Oliveira	10.13.14
	Shannon Stanley	10/13/14
	LISA WEAVER	10/13/14
	Andrea Migliaccio	10/13/14
	Craig Tutt	10/13/14
	Angela Amaya	10/13/14
	CANDACE KLASCHUS	10/13/14
	JIM OTT	10/13/14
	DYAN MILLER	10/13/14
	Priyanka Jariwala	10/13/14
	DON MILLER	10/13/14
	Renée Kilmer	10/13/14
	LaVaughn Hart	10/13/14

CEMC

	Now	Ver 12	Ver 9
Voting			
1 Faculty Div	= 4	✓	✓
2 at-large	= 2	✓	✓
1 Libr	= 1	✓	✓
1 artic. Off.	= 1	∅	∅
	8 vote		
Non voting			
1 Chair		✓	
1 VPAS		✓	
3 Ac. Deans		✓	
2 Stud.		✓	
2 SS Deans		✓	
1 St Rec Eval.		✓	
1 Sched.		✓	
1 AS Exec Asst		✓	
12	non vote		