

**Participatory Governance Taskforce
2013
Recommendations**

Consistency of Language:

- Number of committees say: “Committee” when they are actually Sub-committees and at least in one case a Sub-Sub-committee. Ex: Curriculum Review committee is a Sub-committee of Academic Affairs and the Catalog Review Committee is a Sub-Committee of Curriculum Committee.

Consistency of Names:

- Dean’s Council or Instructional Dean’s Council
- Mesa College Site Safety Committee or Site Safety Committee
- Humanities Institute Advisory Committee or Humanities Institute Committee
- Information Technology Committee or Mesa Information Technology (MIT) Committee

Presentation:

- Present committee information in a consistent format (for accreditation purposes.)
 - Title
 - Description
 - Function
 - Responsibility and Authority
 - Relationships (including reporting out and sub-committees, taskforce, etc.)
 - Accountability
 - Term of membership
 - Membership

Planning:

- Prior to the end of each academic year, PG committees:
 - Review outcomes for current year
 - Plan goals for coming year (if applicable)
 - Confirm membership for the coming year
 - Update information on the Committee Governance website for the coming year

Unknown Reporting:

- Academic Review Committee (does not report to another body – refer to committee for more recommendation?)
- Mesa Student Services Council (Does it report to the President via the VPSS Does report out to the District)
- Environmental Stewardship (email sent to chair)
- Research Ethics Review Board (Is this a PG Committee / is this a committee?)

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Campus Committees Website:

- Develop welcome page with flowchart of PG relationships
- Align format of information
- Link committee information to committee webpage(s)
- Non-PG committee should reside under the appropriate constituency webpage

Current Updates Needed:

- Matriculation Advisory Committee - Delete
- Standards and Practices Review Committee – from Academic Affairs Purpose statement (per co-chair – should be removed from purpose statement)
- Research Committee to Research Ethics Review Board (should it be on the Committee Website or under the Institutional Research page)