

COLLEGE OF THE DESERT – COMMITTEES

Name Outreach & Training Subcommittee **Type**

Mandate AB 1725
 Ed Code
 Other: _____

Academic Senate
 Superintendent/President
 Human Resources
 Student Success & Student Learning
 Administrative Services
 Other: Subcommittee of College Planning Council

Role

Serve as a communication link between College Planning Council and the institution

Products

- Provide information to faculty, staff, and students regarding planning, program review, and CPC processes
- In collaboration with the Institutional Advancement Office, create and provide training for faculty, staff, and students on identified college goals and objectives as requested
- Provide an orientation meeting for all ongoing and newly elected CPC members at the beginning of the academic year to include, but not limited to:
 - AB 1725 provisions
 - Procedures/decision-making
 - Scope of membership
 - CPC Handbook
 - Relationship to district/collegial consultation
 - Planning processes and procedures
 - Acronyms
- Responsible for the annual dissemination of CPC Handbooks

Meeting Schedule

At minimum, meet once per semester and as needed on the first Wednesday of the month from 3 pm to 4 pm

Reporting Relationship

Superintendent/President, College Planning Council

Chair

Co-Chairs: Vice President (or designee) and faculty co-chair elected by the faculty members of the committee

Membership

- Faculty (5) – at least one of which must be adjunct faculty
- Leadership (4) – at least one of which is a Vice President (or designee)
- Executive Director of Institutional Advancement (or designee)
- Classified (2)
- Student (1)

Date Last Revised: 03/06/2019