IMPERIAL VALLEY COLLEGE
Standing Rules of the Student Affairs Advisory Committee

MEETINGS

The Student Affairs Advisory Committee meets the first Monday of every month at 3:00 p.m. during the Fall and Spring semesters. Additional meetings will be scheduled on an as needed basis.

AGENDA

The Student Affairs Advisory Committee will generate an agenda from items submitted by a committee member or any member of the campus community of Imperial Valley College. The agenda will be prepared by the Chair and distributed to the committee members one week in advance of the meeting. In addition, the agenda will be sent to "all users" at least 24 hours before each meeting.

In addition, copies of the agenda and minutes of previous meetings will be posted on the College website and available for review, with attachments, in the Office of Student Affairs.

OPERATIONS

- A quorum must be present to hold a meeting. A quorum will be half plus one of its membership.

- Robert's Rules of Order will be used to conduct meetings.

- Committee members will work to achieve consensus regarding recommendations for appropriate policy or procedural changes. Records of dissenting and minority opinion will be included in the final recommendation.

PROCEDURES

Since the Board of Trustees (BP/AP 2510) has established the Student Affairs to ensure students the right to participate effectively in college governance, the following procedures shall apply:

- The Student Affairs Advisory Committee will allow for discussion and recommendations to be a shared process by all members. In addition, visitors will be allowed to share their opinions, suggestions and ideas.

- Copies of the minutes will be posted on the College website and available for review, with attachments, at the Office of Student Affairs.

- The views and recommendations of the Student Affairs Advisory Committee will be expressed in written form to the College Council.

- When the views and opinions by the members of the Student Affairs Advisory Committee are not accepted by the College Council a written statement giving the rationale for not accepting the view and opinions will be communicated to the members of the Student Affairs Advisory Committee.

- The Student Affairs Advisory Committee will serve as a center to share information, discuss activities, projects, programs, and plans, pertaining to student affairs that have been developed or are being developed by the Committee.

REVIEW & REVISION

These standing rules may be changed by a majority vote of the Student Affairs Committee.

IMPERIAL COMMUNITY COLLEGE DISTRICT
BOARD POLICY/PROCEDURES SECTION – SHARED GOVERNANCE
STUDENT AFFAIRS PHILOSOPHY

Shared governance is a decision-making process committed to the best interests of our students and our institution based upon participation of those affected by decisions in an environment of cooperation and trust.

One of the basic principles of academic governance in higher education is that effective decisions derive from the powers vested by law in governing boards, the faculty, staff, students, and administrators. Because these sources of information are vital to the development and implementation of sound educational policy, Imperial Valley College wishes to encourage, to the best extent possible the practice of shared governance. Shared governance recognizes and indeed is predicated on the sincere commitment on the part of all participants to our students, our professions, and our institution. It is a complex process of consultation that demands from faculty, staff, students, and administrators, a respect for divergent opinions, a sense of mutual trust, and a willingness to work together for the good of the instructional enterprise.

Shared governance embraces the basic objective that all key parties of interest should be given the opportunity to participate jointly in developing recommendations and priorities for the well-being of the institution.

PURPOSE

The purpose/function of the Student Affairs Advisory Committee is to evaluate and make recommendations concerning the various areas of student affairs. This committee shall be responsible for recommending policies regarding student activities, clubs, assemblies, elected student bodies, commencement, disciplinary matters pertaining to disciplinary appeals and other student activities.

STRUCTURE

The chairperson of the committee shall be the Associate Dean Student Affairs and the following members shall be appointed by the Superintendent/President: at least four faculty members and four classified staff, and four students will be appointed by the Associated Student Government President. A faculty member shall be selected by the committee to serve as chairperson of the disciplinary appeals board.

The Student Affairs Advisory Committee may create ad hoc committees as needed to address student affairs issues and task forces to address specific issues.

OPERATION PROCEDURES

Operational procedures for the Student Affairs Advisory Committee will be developed and maintained by its members.

REVIEW AND REVISION

This section of the Imperial Valley College Shared Governance Policy shall be subject to review every two years by the Student Affairs Advisory Committee or as directed by the College Council or its designee. When members of the Student Affairs Advisory Committee recommend proposed revisions to this section, the recommendations will be presented to the College Council and if appropriate to the College President.