




OFFICE OF VICE PRESIDENT FOR ACADEMIC AFFAIRS  
R. Ray D. Somera, Ph.D.

VPAA 2017-026

TO: College Community

FROM:   
Dr. R. Ray D. Somera  
Vice President for Academic Affairs (VPAA)

Subject: Updates on Committees under VPAA oversight

Date: September 5, 2017

*To meet accreditation standards addressing participatory governance by faculty, various committees will be established by the Vice President for Academic Affairs/ Accreditation Liaison Officer (VPAA/ALO) to meet institutional needs that impact student learning. Membership in these committees will be voluntary and in response to the call for participation prior to the start of a new academic year. Services provided will be in accordance with Human Resources (HR) procedures. These committees will not be part of the regular faculty workload. (page 25)*

In keeping with the new verbiage in Article VII, Participatory Governance, of the BOT-Faculty Union Local 6476 Agreement, 2017-2023, stated above, this memo provides the following updates on committees under the VPAA oversight for AY 2017-2018:

1. To date, I have met with all faculty - Chairs and members - who have expressed interest to join these committees on a voluntary basis; they each submitted a Committee Interest Form. They have also received appointment letters and returned a signed copy to the VPAA office.
2. These committees include the Committee on College Assessment (CCA), Curriculum Review Committee (CRC), Faculty Senate, Resources, Planning and Facilities (RPF) Committee, and Standards Committees 1, 2, 3 and 4.
3. Beginning Fall 2017, all these committees shall adopt the open meeting policy. Anyone interested is encouraged to participate in these meetings, in keeping with the participatory governance process on campus.
4. Appointment for the College Governing Council (CGC) was made by the President.

5. To discuss transition issues, I met with current (this year) and representatives of previous committees (from last year) so everyone is informed about new procedures and processes governing the operations of these committees.
6. There are substantive changes to the curriculum approval process, in keeping with Curriculum Manual changes, and in alignment with proposed changes in ACCJC standards. Essentially, these upcoming ACCJC changes shift responsibility from individual faculty to the level of the institution when it comes to improvements emerging out of discussions about assessment in general and SLOs, in particular.
7. In alignment with these upcoming ACCJC changes, examples of changes in the streamlined curriculum template include the removal of references to lab fees, personnel qualifications, class size, financial impact, and other requirements that are institutionally-decided by nature.
8. In order to speed up the process, there will be NO DEADLINES for the submission of curriculum documents throughout the semester. All submissions will be accepted by CRC till the week before the last day of classes for the semester. There will however be a published priority of curriculum documents that needs immediate attention, with the assistance of CCA. A closer collaboration between CRC and CCA in curriculum work will also be implemented.
9. The new curriculum template will be fillable and can only be submitted online. Curriculum documents may be submitted to CRC beginning **Monday, September 11, 2017**.
10. Beginning this academic year, the Faculty Senate President joins the regularly-scheduled meetings of the Academic Affairs Division (AAD) and reports on issues or concerns involving faculty under the Faculty Focus agenda. He will also develop a Faculty Senate strategic plan based on discussion points generated from previous committee year-end reports from the last three (3) years, as well as department strategic plans and other data sources, as appropriate.
11. Per the new Agreement, I have also sent the names of administrators who will join the Calendar Committee and Resources, Planning and Facilities (RPF) Committee (under the Local 6476 oversight) for AY 2017-2018 to the Union President.
12. For the information of the entire college community, please see the attached list of members – faculty, staff, and administrators – of all committees under the VPAA oversight for AY 2017-2018.

## COMMITTEE MEMBERSHIPS, AY2017-2018

### Under the VPAA Oversight

**Important Note:** *Under Article VII, Participatory Governance, of the BOT-Faculty Union Local 4676 AFL-CIO Agreement 2017-2023, membership in the following committees is by appointment of the Vice President for Academic Affairs (VPAA). Beginning Fall 2017, all these committees shall adopt the open meeting policy. Anyone interested is encouraged to participate in these meetings, in keeping with the participatory governance process on campus.*

### **Standard 1: Mission, Academic Quality and Institutional Effectiveness, and Integrity**

Gary Hartz – Team Advisor	Associate Dean – Technology & Student Services (TSS)
Dr. Michael Chan – Chair (AY2017-2018)	Dean – TSS
Christine Quinata	Administrative Aide – Trades & Professional Services (TPS)
John Payne	Program Specialist – TSS
Pilar Williams	Associate Dean – TPS
Barbara Blas – Staff Support	Word Processing Secretary II – Academic Affairs Division

### **Standard 2: Student Learning Programs and Support Services**

Dr. Virginia Tudela – Team Advisor	Dean – TPS
Simone Bollinger – Chair (AY2017-2018)	Department Chair/Asst. Professor, English
Dr. Elizabeth Diego	Associate Dean – Career & College Success
Dr. Julie Ulloa-Heath	Program Specialist – Reach for College
Anjelica Perez	Institutional Researcher – Assessment, Institutional Effectiveness & Research (AIER)
Huan Hosei	Program Specialist, Student Support Services/ Night Administrator – TSS
Christine Sison	Program Specialist – Academic Advisement and Career Placement
Tasi Mafnas - Staff Support	Administrative Aide – Dean's Office TPS

### **Standard 3: Resources**

Edwin Limtuatco – Co-Team Advisor	Controller – Finance and Administration
Francisco Camacho – Co-Team Advisor	Administrator – Management Information Services
Christie Ginson – Chair (AY2017-2018)	Instructor – Mathematics
Joann Muna	Administrator – Human Resources
Doris Perez	Assistant Director – Planning & Development
Theda Rios	Inventory Management Officer – Finance and Administration

  
9/05/2017

Joleen Evangelista

Josephine Arceo

Bertha Leon Guerrero

Procurement and Inventory Administrator –  
Finance and Administration

Administrative Assistant – Planning &  
Development

Instructor – Developmental Education, English

#### **Standard 4: Leadership and Governance**

Marlena Montague – Team Advisor

Rosemary Loveridge – Chair (AY2017-2018)

Carmen Santos

Deborah Belanger

Rowena Perez

Cheryl San Nicolas

Luke Fernandez

Kieth Ashley Nonato

Vangie Aguon – Staff Support

Assistant Director – AIER

Assistant Professor – Practical Nursing

Vice President – Finance and Administration

Board Member- Board of Trustees

Assistant Director – Continuing  
Education/Workforce Development

Accounting Supervisor – Finance and  
Administration

Student Trustee

Council of Postsecondary Students Association  
(COPSA)

Administrative Assistant – AIER

#### **Faculty Senate**

Ricky Tyquiengco

President

***Note:** Effective Fall 2017, the Faculty Senate President now sits at the scheduled weekly meetings of the Academic Affairs Division (AAD) management team in order to report on faculty related issues and participate in faculty-related discussions.*

#### **Committee on College Assessment (CCA)**

Katsuyoshi Uchima

Marlena Montague

Joachim Roberto

Yvonne Tam

Gil Yanger

Chair - Instructor, Allied Health

Co-Chair & Asst. Director - AIER

Asst. Professor & Dept. Chair – Social Science

Asst. Professor – Marketing

Asst. Instructor & Dept. Chair –Construction  
Trades

Danilo Bilong

Program Specialist – Alumni Relations &  
Development

Rosie Quitugua

Program Coordinator I – Admissions &  
Registration

Luke Fernandez

Student Trustee - Board of Trustees

Dr. Julie Ulloa-Heath

Program Specialist – Reach for College

Doris Manibusan

Administrative Assistant – TSS Dean's Office

Anjelica Perez

Institutional Researcher – AIER



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Pilar Williams  
Evangeline Aguon  
Dr. R. Ray Somera

Associate Dean, TPS  
Administrative Assistant - AIER  
Ex-officio – Vice President for Academic Affairs

### **Curriculum Review Committee (CRC)**

Dr. Anthony Jay Sunga  
Tina Quinata  
Christine Matson  
Dr. Elizabeth Diego  
Ronald Gary Hartz  
Pilar Williams  
Ava Garcia  
Marlena Montague  
Rowena Ellen Perez

Chair – Associate Professor, Science  
Coordinator, Admissions & Registration  
Assistant Professor - Learning Resource Center  
Associate Dean, TPS  
Associate Dean, TSS  
Associate Dean, TPS  
Program Specialist, Adult Basic Education  
Asst. Director - AIER  
Asst Director – Continuing Education/  
Workforce Development  
Administrative Officer- VPAA Office  
Manager, Bookstore

Ana Mari Atoigue (ad-hoc)  
Daniel Okada (ad-hoc)

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### **Under the Faculty Union Oversight**

#### **Resources, Planning, and Facilities (RPF)** Committee, AY 2017-2018

Management team to be represented by:

Carmen Santos  
Doris Perez  
Dr. Virginia Tudela

Co-Chair, Vice Pres., Finance & Administration  
Asst. Director, Planning and Development  
Dean, School of Trades & Professional Services

(Other members to be determined by the Union leadership)

#### **Calendar Committee**

Tina Quinata  
Dr. Virginia Tudela  
Dr. Michael Chan

Coordinator, Admissions & Registration  
Dean, School of Trades & Professional Services  
Dean, School of Technology & Student Services

(Other members to be determined by the Union leadership)

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#### **College Governing Council** members, AY 2017-2018, appointed by the President

Carmen Santos  
Fred Tupaz  
Ricky Tyquiengco  
Latisha Leon Guerrero  
Kieth Nonato

Vice President, Finance & Administration  
President, GCC Faculty Union  
President, Faculty Senate  
President, Staff Senate  
President, Council of Postsecondary  
Students Association (COPSA)

  
9/05/2017