



2018-2019

STANDING COMMITTEES

AND

**STRATEGIC PLANNING GOALS
ASSESSMENT SUBCOMMITTEES**

Dr. James M. Mitchell, President

SR/ Student Representative

F /Faculty

ADMINISTRATIVE ADVISORY COMMITTEE

The committee acts as an advisory group to the President and the Cabinet. Annually meetings are held a minimum of once per year, and recommendations are made concerning institutional policies and procedures.

Dr. James Mitchell, Chair	Robby Bennett	Dr. Marilyn Hannah (F)
Maxine Sturdivant (F)	Pamela Blevins	Dr. Rosa Spencer
Matilda Williams (F)	Gloria Simmons	Gloria Thomas, Recorder
Sabrina Ford (F)	Tayla Bonner (SR)	

POLICY REVIEW COMMITTEE

The Policy Review Committee guides the effective administration of locally approved policies. The committee assist in developing and implementing local policies and procedures through its internal governance process. The committee reviews policy and procedures and makes recommendations to the Cabinet and President for final review and/or approval. New Policies or Policy revisions can be initiated at the Dean level with adequate input from faculty and/or staff. Following the Committees ‘review, the recommendation is brought to the Cabinet by the appropriate senior-level administrator. After review and approval at the cabinet level, the President gives final approval. The Policy Review Committee adds the new or revised policy to the Faculty and Staff Handbook or Student Handbook and disseminates to students and/or faculty.

Co-Chair: Jennifer Reynolds	Co-Chair: Michael Walker (F)	
Shelia Jefferson	Pamela Wright (F)	Robert Sims (F)
Jerome Thames (F)	David Hobbs (F)	Darlene Rudolph
Brittany Jackson	Colleen Dixon	Dr. Pam Smith (F)

ADMISSIONS APPEALS COMMITTEE

Reviews and makes recommendations in individual cases for students applying for admission or re-admission to the college for reasons of academic deficiency or inappropriate conduct. This Committee reports to the Dean of Students.

Dr. Donitha Griffin, Chair	Channie Chapman	Lonzy Clifton
Jaycie Connell (SR)		

CALENDAR/REGISTRATION COMMITTEE

Responsible for developing an instructional calendar and registration dates that adheres to the Alabama Community College System. The committee is responsible for making sure that the calendar and registration dates meet the needs of students, faculty, and staff.

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| Raji Gouridine, Co-Chair | Dr. Donitha Griffin, Co-Chair | Dr. Marilyn Hannah (F) |
| Robby Bennett | Dr. Tammie Briggs | Veronica Brown |
| Laura Vance | Clarence Pettway | Dr. Tara White (F) |
| Dr. Tracey Shannon (F) | Pamela Blevins, Recorder | Dr. Rosa Spencer |
| Lula Snowden | Trinity Carter (SR) | Kateri Lee (F) |
| Ghytana Goings | Pamela Wright | |

ATHLETICS COMMITTEE

In consultation with the Athletic Director, the committee is responsible for developing goals and objectives for the intercollegiate athletics program and ensuring that the program is in harmony with and supportive of the purpose of the institution. The Committee monitors compliance with academic, admission and financial policies, and under the guidance of the college administration, is further responsible for regularly and systematically evaluating the athletics program.

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| Marcus Hannah, Chair | Quanda Pullum, Recorder | Eddie Moultrie |
| Kenny Allen (F) | Isaiah Haralson | Shirley Laister (F) |
| Tampatha Austin | Teresa Marshall | Alonzia Pettway |
| Charles Pettway | Sharon Walker | William Elliot (F) |
| Brittany Jackson | Erica Roberson | Roosevelt Williams |
| Marlon Sharp (SR) | Duane Evans | Andrew Whatley |
| Cindy Duck | Frank Elliott | |

SCHOLARSHIP COMMITTEE

Reviews all applicants for academic scholarships and makes recommendations to the President. This Committee reports to the Dean of Students and the President.

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| Dr. Donitha Griffin, Chair | Christi Melton (F) | Dr. Rosa Spencer |
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Anessa Kidd

Corey Bowie

Jennifer Reynolds

LIBRARY COMMITTEE

Serves as a liaison for students, faculty/staff, and the community to provide appropriate and adequate library services to the College’s constituents. This committee is responsible to the Dean of Instruction.

Minnie Carstarphen, **Chair**

Sharon Walker, Recorder

Vickie Bell

Kathy Moore

Webbie Calhoun (F)

Pamela Wright (F)

Dr. Janet Pugh (F)

Suzette Martin (F)

MacKenzie Glass (SR)

Kim Mixon-Carter (F)

Matilda Williams (F)

Sherminita Walker

Rachel Gorden

Betty Bentley

Dr. Pearlie Miller (F)

GRADUATION COMMITTEE

Responsible for carrying out all activities related to graduation, including ordering of regalia, rehearsals, and establishing the line of March. This committee reports to the President.

Shelia Jefferson

Virginia Glover, **Chair**

Pamela Blevins

Colleen Dixon

Charles Dysart

Cindy Duck

Tommy Smith

Angelica Williams

STUDENT ACTIVITIES COMMITTEE

Serves as the coordinating body for planning and implementing student activities for the entire year. The committee reports to the Dean of Students.

Shuntelra Logan, **Chair**,

Gloria Thomas, Recorder

Darlene Rudolph

Myron Coleman

Frank Elliott (F)

Alonzia Pettway

Wes Tipton

Jarrin Lewis (F)

Brandi Abbott

Corey Bowie

Otis Tarver (F)

Gloria Simmons

Calvin Griffin (F)

Jessica Mitchell

Betty Motley

Shermanita Walker

Tampatha Austin

Kevin Jones (SR)

Helen Cosby

Colleen Dixon

Duane Evans

Yulonda Randolph (F)	Kerry Henderson (F)	Marcus Hannah
Myron Coleman	Jason Hurt	Ghytana Goings (F)
Hollee Thomas (F)	Eddie Moultrie	Angelica Williams
Kateri Lee (F)		

CAMPUS BEAUTIFICATION COMMITTEE

Continuously assess the campus environment to determine needs as it relates to campus beautification and holiday decorations. Facilitates projects that will enhance the aesthetic beauty and appearance of the campus, while building a sense of pride around the community.

Eric Allison, Chair	Veronica Brown Co-Chair	Donte Stevenson
Dr. Glen King	Brandi Abbott	Brittany Jackson
Tommy Smith	Keith Jackson	Jerome Thames (F)
Tim Moore	Melinda Page	Kimberly Brown
Naopi Evans	Theresa Marshall	Anthony Heard
Tammy Helms		

FINANCIAL AID ACADEMIC PROGRESS APPEALS COMMITTEE

Responsible for addressing significant issues relative to financial aid and serves as an appeal for student aid recipients.

Lonzy Clifton, Chair	Channie Chapman	Dr. Herbert Thomas
Jennifer Reynolds (tiebreaker)	Anessa Kidd (tiebreaker)	Felecia Sanders
Gloria Simmons	Corey Bowie	Shuntelra Logan

GRIEVANCE COMMITTEE

Responsible for implementing the grievance and appeals procedures for all grievances including those outlined in the Faculty/Staff Handbook.

Colleen Dixon, Chair	Dr. Donitha Griffin
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COLLEGE GOAL 1 QUALITY TEACHING AND LEARNING/ G. Goings (Chair)
To Promote and provide teaching and learning environments and experiences that encourage the development of knowledge, skills, behaviors, and values for students for them to be successful in the workforce or subsequent education.

Includes an assessment of strategies 1.1-1.10 and tasks of the curriculum committee.

CURRICULUM COMMITTEE

The committee acts as an Advisory Committee to the Dean of Instruction. The committee is responsible for: (1) periodic review of all existing academic programs and courses offered by the College; and (2) evaluation of all new and proposed programs and classes to be recommended to the Dean of Instruction and President.

Ghytana Goings (F) (Co-Chair)	Dr. Sarah Davis (F) (Chair)	Antionetta Baldwin (F)
Dr. Elijah Pugh (F)	Anessa Kidd	Dr. Tara White (F)
Raji Gouridine	Marilyn Hannah (F)	Gregory Miller (F)
Maxine Sturdivant (F)	Dr. Veronica Jackson (F)	Felecia Sanders
Dr. Tracey Shannon (F)	Pamela Blevins, Recorder	Lula Snowden
Dr. Tammy Briggs	Calvin Griffin (F)	

COLLEGE GOAL 2 ACCESS/ F. Sanders (Chair)

To provide and promote accessible, affordable quality education and training.

Includes an assessment of strategies 2.1-2.7 and functions of the E-Learning Policy

Advisory

Committee

E-LEARNING POLICY ADVISORY COMMITTEE

This Committee advises the College President on Distance Learning issues relating to, but not limited to the following: strategic direction and planning of the College's Distance Learning Program; Distance learning platforms; equipment purchases; and operational standards and policies required to ensure quality assurance.

Felicia Sanders, Chair	Tammy Helms, Recorder	Dr. Marilyn Hannah (F)
Johnny Moss	Dr. Tammie Briggs	Shelia Theiss
Robert Sims (F)	Jaycie Connell (SR)	Ghytana Goings (F)
Jennifer Reynolds	Matilda Williams (F)	Hollee Thomas (F)

COLLEGE GOAL 3 TECHNOLOGY/ Brandi Abbott (Chair)

To expand the development of educational and administrative technology that enhance student learning and improve college management processes and functions.

Includes an assessment of strategies 3.1-3.3 and the following:

Advise the College President on Information Technology issues related to, but not limited to the following: strategic direction and planning of the College's IT resources; investment priorities; organizational forms; and operational standards and policies required to ensure consistent institutional use of computing, telecommunication, information resources in a technologically heterogeneous environment.

Robby Bennett, Chair	Brandi Abbott (Chair)	Eric Rogers (F)
Eric Allison	Yulonda Randolph (F)	Connie Jones (F)
Rosa Spencer	Shelia Jefferson	Felicia Sanders
Monique Ford	Bertha Allen	Donte Stevenson
Betty Bentley	Tyala Bonner (SR)	Elaine Melton, Recorder
Dr. Marilyn Hannah (F)	Kathy Moore	Dr. Pearlie Miller (F)

COLLEGE GOAL 4 WORKFORCE AND ECONOMIC DEVELOPMENT/ G. King (Chair)

Provide high-quality Workforce Development program that meet the demands of local employers and enhance the economic development efforts of the state and the region

Includes an assessment of strategies 4.1-4.5

Dr. Glen King Jr.	Rosa Spencer	Matilda Williams (F)
Raji Gouridine	Kenny Allen (F)	Bonita Lewis (F)
Vickie Bell, Recorder	Mary Davis	Quanda Pullom
Dr. Marilyn Hannah (F)	Calvin Griffin (F)	Lula Snowden
Chante Thomas	Christopher Munford	

COLLEGE GOAL 5 PROFESSIONAL DEVELOPMENT/ V. Brown (Chair)

Provide faculty and staff development and training opportunities that encourage faculty and staff to become more proficient in the delivery of student services, instructional services, and operational services

Includes an assessment of strategies 5.1-5.3 and the following:

Responsible for the development of professional development activities for faculty and staff. The committee makes and receives suggestions from administrators, faculty, and staff

for professional development activities, and develops a schedule of intra-college professional development activities.

Veronica Brown, Chair	Brandi Spear, Recorder	Brittani Jackson
Monique Ford	Helen Cosby	KeWanda Vandiver
Virginia Glover	Sharon Walker	Mary Davis
Racheal Gordon	Christy Purdie Smith	Dr. Holly Owens (F)
Pamela Goodwin (F)	Christine White (F)	Andrew Whatley
Bettye Motley	Kathy Moore	Micheal Walker (F)

COLLEGE GOAL 6 STUDENT FOCUS/SERVICES SUCCESS/ H. Thomas (Chair)
To promote student success and development through services consistent with student needs, interest, and abilities.

Includes an assessment of strategies 6.1-6.5 and the duties of the Transitional Studies Task Force committee.

TRANSITIONAL STUDIES TASK FORCE COMMITTEE

Responsible for developing goals and objectives and detailing support services specifically designed to meet the unique needs of transitional students.

Maxine Sturdivant, Chair	Raji Gouridine	Jessica Mitchell, Recorder
Karen Brown	Darlene Rudolph	Dr. Herbert Thomas
Pamela Wright (F)	Lonzy Clifton	Dr. Janet Pugh (F)
Dr. Pamela Smith (F)	Regina Kennedy	Dr. Tammie Briggs
Kaleda Williams Zanders (F)	Dr. Holly Owens	Ghytana Goings
Shirley Laister (F)	David Hobbs (F)	Eric Rogers (F)
Matilda Williams (F)	Kenny Allen (F)	Kerry Henderson (F)
Gregory Miller (F)	Connie Jones (F)	Sarah Davis (F)
Pearlie Miller (F)		

COLLEGE GOAL 7 DIVERSITY/ M. Carstarphen (Chair)
Provide access to programs and services that strengthen the educational, social and economic life of the diverse community served by the college.

Includes an assessment of strategies 7.1-7.3 and the following:

This committee is appointed to create a more inclusive community in all realms of service grounded in respect and appreciation for individual differences. The committee endorses a broad definition of diversity and seeks to provide programs and resources that enhance Knowledge, and encourage understanding of diversity. In addition, the committee is responsible for planning and implementing cultural activities including a series of events in observance of the Black History Month celebration.

Dr. Tara White, (F) Chair	Jean Jackson, Recorder	Dr. Glen King Jr.
Christine White (F)	Geralyn Buford	Regina Kennedy
Connie Jones (F)	Chandra Spicer	Bonita Lewis (F)
Derrick Moore	Dr. Holly Owens (F)	Jocelyn Tubbs-Turner
Kimberly Thomas (SR)	Deborah Lumpkin (F)	Racheal Gordon
Sabrina Ford (F)	Dr. Elijah Pugh (F)	Micheal Walker (F)

COLLEGE GOAL 8 COMMUNITY DEVELOPMENT AND LIFELONG LEARNING

Lula Snowden (Chair)

To Provide Educational opportunities that support a culture of lifelong learning

Includes an assessment of strategies 8.1-8.4.

Lula Snowden, Chair	Kimberly Brown (F)	Angelica Williams, Recorder
DeDe Inge	Pamela Goodwin (F)	Suzette Martin (F)
Corey Bowie	Johnny Moss	Karen Brown
Dr. Veronica Jackson (F)	Jason Hurt	Chante Thomas

COLLEGE GOAL 9 PUBLIC RELATIONS/ J. Moss (Chair)

To Expand and enhance the image and reputation of the College through ongoing public and communications efforts

Includes an assessment of strategies 9.1-9.5 and the duties of the recruitment/ marketing committee.

RECRUITMENT/MARKETING COMMITTEE

Responsible for developing and implementing recruitment/marketing plans and activities for the year. The committee is responsible for communicating these plans for events to all College faculty and staff members and may assign or designate any faculty or staff person for specific recruiting activities. It is the responsibility of this committee to ascertain that

its recruiting activities and materials accurately and truthfully portray the institution. This committee reports to the Dean of Students and the College President.

Dr. Herbert Thomas, Chair	Marcus Hannah	Shunteral Logan
Johnny Moss	Douglas Harris (F)	Corey Bowie
Antonio Hamilton	Quanda Pullom	Wesley Tipton
De'Shaun Gaines	Tammy Helms	Christy Purdie Smith
Teresa Marshall, Recorder	Otis Tarver (F)	Myron Coleman
Shirley Laister (F)	Bettye Motley	Yulonda Randolph (F)
Christopher Munford	Kaleda Williams Zanders (F)	

**GOAL 10 EFFICIENCY OF OPERATIONS, STRATEGY /R. Spencer (Chair)
To improve efficient operations of the College**

Includes an assessment of strategies 10.1-10.10 and the functions of the Catalog/Student Handbook Committee, Health & Safety Committee, Faculty/Staff Handbook committee, Master Facilities Plan & IEP assessment committees

CATALOG/STUDENT HANDBOOK COMMITTEE/ 10.3

Responsible for the editing and publishing of the College Catalog/ Student Handbook. This committee is directly accountable to the Dean of Instruction.

Dr. Donitha Griffin	Anessa Kidd	Dr. Tammie Briggs
Johnny Moss- Chair	Lonzy Clifton	MacKenna Jackson (SR)
Helen Cosby	Pamela Blevins	Veronica Brown

HEALTH AND SAFETY COMMITTEE/10.5

Responsible for enabling the College to maintain a healthy, secure and educational environment for the students, faculty, staff, and visitors. The committee will be responsible for updating the comprehensive safety plan.

Charles Dysart, Chair	Virginia Glover, Recorder	Kenny Allen (F)
Eric Rogers (F)	Jerome Thames (F)	Webbie Calhoun (F)
Sabrina Ford (F)	Steffan Coleman	Deborah Lumpkin (F)
Eddie Moultrie	Cindy Duck	Tammy Helms
Sheila Theiss	Lee Berry	Keith Jackson

Melinda Page

Frank Elliott (F)

Suzette Martin (F)

Otis Tarver (F)

FACULTY/STAFF HANDBOOK COMMITTEE/ 10.7

Compiles updates and prepares the Faculty Staff Handbook for publication. The Handbook includes policies and procedures set forth by the Alabama Community College System as well as consistent local institutional policies and procedures that are necessary for the operation of the College. This committee is directly responsible to the President of the College.

Collen Dixon -**Chair**

Brandi Abbott,

Dr. Donitha Griffin

Veronica Brown, **Co-Chair**

Dr. Tammie Briggs

Dr. Rosa Spencer

Pamela Blevins, Recorder

Maxine Sturdivant (F)

Ghytana Goings (F)

FACILITY MASTER PLAN COMMITTEE/ 10.6

The committee is responsible for the planning of necessary modification and renovation of facilities and reports to the College President and Finance Director. The committee, under the supervision of the Finance Director, also develops a plan for the upkeep of the property of the College, the routine maintenance and preventive maintenance. Where appropriate, deferred maintenance of buildings or grounds, and equipment is also a responsibility. The plan includes institutional management; the schedule of maintenance projects and is maintained annually.

Dr. Rosa Spencer,

Laura Vance, Recorder

Tommy Smith

Charles Dysart

David Hobbs

Keith Jackson, **Chair**

IEP ASSESSMENT COMMITTEE/ 10.9

Provide annual evaluations of all unit's Institutional Effectiveness Plans and provide feedback to improve unit reporting. This committee reports to the Associate Dean of Institutional Effectiveness and the College President

Veronica Brown, **Chair**

Team A:

Team B:

Team C:

Ghytana Goings (C)

Jennifer Reynolds

Dr. Veronica Jackson (F)

Jerome Thames (F)

Clarence Pettway

Rachel Gordon

Deborah Lumpkin (F)

Monique Ford(C)

Robert Sims (F)

Felicia Sanders

Charles Dysart

Shirley Laister (F)

Antionetta Baldwin (F)

Laura Vance

Karen Brown (C)

Team D:

Darlene Randolph

Dr. Pamela Smith (F)

Tammy Helms

Kerry Henderson (F)

Gloria Simmons(C)

COLLEGE GOAL 11, ENROLLMENT MANAGEMENT/ L. Clifton (Chair)

Maintain an ongoing program for the recruitment, retention, and graduation of students

Includes an assessment of strategies 11.1-11.4 and the functions of the admission committee

ADMISSIONS

Responsible for regularly reviewing and evaluating admission policies and registration procedures and policies. Makes recommendations to the Dean of Students

Lonzy Clifton, Chair

Elain Melton, Recorder

Christi Melton (F)

Shunteral Logan

Anessa Kidd

Dr. Herbert Thomas

STRATEGIC PLANNING COUNCIL

The President appoints the Planning Council, which serves in an advisory capacity. In completing its various duties, the Planning Council sometimes works as one large unit but more often appoints sub-committees to study specific concerns and to make proposals to the President and the council. The College Planning Council is responsible for the following:

- **Ensuring that College's mission is accomplished through regular review and modifications as needed**
- **Establishing College goals and priorities;**
- **Analyzing annual planning assumptions and developing priorities;**
- **Monitoring progression in the reaccreditation process where institutional effectiveness and student learning outcomes are involved;**
- **Evaluating and monitoring the institutional effectiveness and student learning outcomes processes**
- **Analyzing issues that have significance in the planning and institutional effectiveness processes**
- **Serving as a liaison between the President Council and other planning units of the Institution**
- **Linking the process of institutional effectiveness and student learning outcomes**
- **Identifying and organizing sub-committees or task forces to carry out the functions of the Council**
- **Maintaining a calendar of events needed to keep the planning process on track**

Dr. James Mitchell

Ghytana Goings (F)

Dr. Donitha Griffin

Robby Bennett

Raji Gouridine

Brandi Abbott

Robert Sims (F)

Monique Ford

Herbert Thomas

Veronica Brown

Marilyn Hannah (F)

Dr. Rosa Spencer

Minnie Carstarphen

Dr. Tammie Briggs

Lula Snowden

Dr. Glen King

Johnny Moss

Felicia Sanders