

Gavilan Community College
Learning Council Committee By-laws

ARTICLE I
NAME

1.1 **NAME**

This committee shall be known as the Learning Council as a standing committee of the Academic Senate and a recommending body to the Academic Senate and President's Council.

ARTICLE II
PURPOSE

2.1 **PURPOSE**

The Learning Council was formed to support all learning activities at the College, including current programs and future initiatives, in accordance with BP 4600 and AP 4600. The purpose of this committee shall be advisory focused on identifying existing and new pathways to student success at Gavilan College. The Learning Council is committed to the following:

- 2.1.1 To promote a collaborative community of inquiry, awareness, and change around learning by means of bridging Student, Academic, and Administrative Affairs.
- 2.1.2 To identify and address barriers to student success to increase persistence and retention levels of the college.
- 2.1.3 To foster and promote opportunities for Faculty and Staff Development to meet the diverse needs of our students.
- 2.1.4 To explore and implement various pedagogies that meet students' diverse socio-cultural learning needs.
- 2.1.5 To empower members of the campus community in becoming advocates for learning.
- 2.1.6 To create a safe, welcome, inclusive campus environment centered on student success, empowerment, and engagement.

ARTICLE III
MEMBERSHIP

3.1 **MEMBERSHIP**

Membership shall be appointed by the represented campus groups.

3.1.1 Membership shall consist of representatives or appointees from the following areas:

- Representative Faculty from each division
- Professional Support Staff
- Supervisor/Confidential Staff
- Student Member appointed by the ASB President
- An Administrator
- A Representative from Instructional Services
- A Representative from Student Services

A Representative from Administrative Services

- 3.1.2 Additional committee members may be appointed to serve, if deemed necessary, to facilitate the completion of the tasks set for the semester.
- 3.1.3 Members agree to serve a minimum of a two-year term based on a July 1/June 30 academic year and attend regularly scheduled meetings; student members shall serve a one-year term. Members may extend their term as appropriate.
 - 3.1.3.1 To implement staggered terms, at the first meeting of the committee, the appointed members will draw one or two year lots.
- 3.1.4 Appointments shall be made at the end of the academic year for the upcoming year, or upon resignation of a member.
- 3.1.5 The Chairperson shall be the elected Co-Chairs consisting of one faculty and another representative from the campus constituent groups.
- 3.1.6 The recorder shall be elected from the Learning Council membership.

**ARTICLE IV
MEETINGS**

4.1 MEETINGS

- 4.1.1 Meetings will take place monthly during the academic year. Dates and times shall be set by members based upon need and work schedules.
- 4.1.2 Special meetings may be called by the Chairperson.
- 4.1.3 Meetings shall be open to the college.
- 4.1.4 Decisions shall be reached through a majority vote.
- 4.1.5 Clerical responsibilities for minutes, reports, agendas, policy changes, correspondence and other written committee business shall be assigned to Gavilan College Administration.
- 4.1.6 An annual report of committee business will be prepared by the Chairperson with input from the committee members. The Chairperson will submit the annual report to Academic Senate and President's Council.

**ARTICLE V
ORDER OF BUSINESS AND PARLIAMENTARY PROCEDURE**

5.1 ORDER OF BUSINESS AND PARLIAMENTARY PROCEDURE

Robert's Rules of Order, (most current revision), shall be the authority on order of business and parliamentary procedure in both regular and special meetings.

- 5.1.1 The majority of the members shall constitute a quorum at all regular or special meetings.
- 5.1.2 Amendments to the bylaws may be proposed at any regular meeting of this committee. Amendments shall be adopted by a majority vote of the voting membership.