

STUDENT DEVELOPMENT COMMITTEE PRACTICES¹

PURPOSE OF THE STUDENT DEVELOPMENT COMMITTEE:

The Student Development Committee (SDC) is a standing committee of the Educational Advisory Committee (EAC), formed to review and recommend policies and procedures that directly affect student life at PCC. The tasks of the SDC are to review and recommend policies which affect the academic life of students; review and revise the Student Rights and Responsibilities policies; review and propose improvements to student service areas and procedures; and make recommendations to the EAC.

The SDC is committed to the well being of students who are enrolled at PCC. Its objective is to promote responsiveness, representation, and communication regarding student development in relation to the college community. Meetings are open to anyone who wishes to attend. SDC meeting dates and times will be published via e-mail in advance.

COMMITTEE MEMBERSHIP:

The Student Development Committee will consist of:

- One administrator (Dean of Student Development or designee from Cascade, Rock Creek, Southeast Center or Sylvania)

- One student from each recognized Associated Students of Portland Community College (ASPC) organization
- Up to three faculty

Approximately ten representatives from student service areas throughout the college, including, but not limited to the following: admissions/registration, advising, auxiliary services, career services, cooperative education, counseling, disability services, distance learning, financial aid, information, international affairs, library, multicultural centers, retention services, student accounts, student employment/job placement, student leadership, student outreach and orientation, student records, teaching/learning centers, testing, veterans affairs, and women's resource centers.

Members are appointed by the SDC Chair(s) and approved by the EAC Membership Committee. Other employees of the college are frequently invited to meetings to offer expertise on pertinent issues.

VOTING PROCEDURES:

The SDC strives for consensus on all recommendations. A quorum of 50% of the voting membership is necessary in order to vote on final recommendations. A majority vote of the quorum is required to pass a final recommendation. If a quorum is not reached, discussions may occur. After all voting members have been notified, final recommendations may be made via e-mail, telephone, or in-person following the committee meeting.

TERM OF OFFICE

Staff, faculty, and administrators are appointed to the SDC for a three year term, renewable. Students are appointed for a one year term, renewable. Each Dean of Student Development or designee serves a three year term on a rotating basis. Members who do not attend or participate in 50% of annual committee meetings may be removed.

The Chair(s) of the SDC is/are appointed by the Chair of the EAC for a one year term, renewable.

¹ Approved unanimously at the May 13, 2010 Student Development Committee Meeting