

FLORIDA GATEWAY COLLEGE

Committee Structure Handbook

2022-2023



**FLORIDA GATEWAY
COLLEGE**

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ACCESSIBILITY SERVICES/ADA COMMITTEE

Standing Committee

Chair: Mr. Anthony Cardenas, Vice President, Student Affairs & Public Information

Composition :

Dr. Gabriel Pardo	-	Faculty Representative
Mr. William Smith	-	Faculty Representative
Dr. Cheryl Boice	-	Faculty Representative
Ms. Sandra Tomlinson	-	Associate Dean, Student Affairs
Dr. Paula Gavin	-	Vice President, Academic Affairs
Dr. Matthew Peace	-	Dean, Academic Affairs
Ms. Taria Liles	-	Student Representative

Ex-Officio:

Ms. Cassie Buckles, Executive Director, Human Resources and Equity Officer

Ms. Alana Brady, Director, Testing & Accessibility Services

This committee is composed of representatives of vocational education, special education, state rehabilitation agencies, students with disabilities, employers, and Florida Gateway College personnel.

Time of appointment: Members are invited to serve by the Chairperson. Membership is reviewed each fall. Meetings are held quarterly. Records of meetings are kept on file by the Chairperson. Chairperson reports to Vice President, Student Affairs & Public Information.

Statement of Purpose: The overall goal of this committee is to evaluate present FGC services and activities for students with disabilities and to assist in long range planning so that they can be more successful in their education and subsequently, the world of work. More specifically, this committee is to foster coordination between state agencies, exchange data, promote transition activities, assess students with disabilities needs and identify resources to meet these needs, and cooperatively monitor campus compliance of state and federal laws and regulations. The committee will review and render a decision regarding course substitution request for students registered with accessibility services. The Committee will oversee programs in compliance with the Americans with Disabilities Act, and coordinate AIDS education and be a hearing committee to consider any individual concerns about AIDS among our students and staff and recommend to the President appropriate actions that may be necessary.

ACTIVITIES BUDGET COMMITTEE

Standing Committee

Chair: Ms. Amy Dekle-Hunt, Director, Student Life

Composition:

Ms. Angelica Cray	-	SGA President
Ms. Lindsey Thomas	-	SGA Vice President
Ms. Briana Williams	-	SGA Secretary
Ms. Sierra McHenry	-	SGA Legislative Liaison
Dr. Denise Gross	-	Faculty representative (elected by faculty)
Mr. Fred Douglas	-	Faculty representative (elected by faculty)

Ex Officio:

Mr. Anthony Cardenas	-	Vice President, Student Affairs & Public Information
Ms. Sandra Tomlinson	-	Associate Dean, Student Affairs
Ms. Michelle Holloway	-	Vice President, Business Services

Purpose: To budget and approve expenditures from student fees for student activities. Such expenditures shall be for lawful purposes to benefit the student body in general. These purposes include, but are not limited to, student publications and grants to duly recognized student organizations, the membership of which is open to all students at the community college without regard to race, sex, or religion.

Nomination and election of faculty members and appointment of other members will take place at the beginning of each fall semester. The Chairperson reports to Vice President, Student Affairs and Public Information. The membership will be confirmed each fall by the President.

ASSESSMENT COMMITTEE

Standing Committee

Chair: Ms. Christine Boatright, Associate Dean, Libraries and Institutional Effectiveness

Composition:

Ms. Amy Dekle-Hunt	-	Director, Student Life
Mr. Robert Dawson	-	Coordinator, Student Success Center
Dr. Brandon McIntire	-	Director, e-Learning
Ms. Laurie Layton	-	Coordinator, Research & Data Analysis
Ms. Ann Brown	-	Executive Director, Nursing and Health Sciences
Mr. Brian Lloyd	-	Recruiter
Ms. Sandra Aguilar	-	Faculty Representative
Ms. Mary Rogers	-	Faculty Representative
Dr. John Craig	-	Faculty Representative
Mr. Timothy Mimbs	-	Faculty Representative
Ms. Janet Barger	-	Faculty Representative
Ms. Elizabeth Carroll	-	Faculty Representative

Ex Officio:

Dr. Paula Gavin	-	Vice President, Academic Affairs
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Time of Appointment: Members are nominated by the Assessment Committee Chair and approved by the Vice President of Academic Affairs. Committee members serve for one year, although membership can be renewed each year upon agreement by the committee member and the Chair. Meetings are called quarterly, although additional meetings may be called if needed. Records of meetings are maintained by the Chair. The Chair reports to the Vice President of Academic Affairs.

Statement of Purpose: The Assessment Committee oversees academic and non-academic assessment processes and advocates for a culture of assessment in all areas of Florida Gateway College. Responsibilities include:

- Recommending assessment policies, procedures, and initiatives
- Evaluating assessment reports and program reviews
- Monitoring the use of assessment data and metrics to make improvements at all levels of the College
- Supporting assessment-related professional development efforts

BEHAVIORAL INTERVENTION TEAM

Standing Committee

Chair: Ms. Sandra Tomlinson, Associate Dean, Student Affairs

Composition:

Dr. Paula Gavin	-	Vice President, Academic Affairs
Ms. Cassie Buckles	-	Executive Director, Human Resources and Equity Officer
Ms. Amy Dekle-Hunt	-	Director, Student Life
Ms. Rylie O'Quinn	-	Residence Life Supervisor
Ms. Kacey Schrader	-	Dean, Enrollment and Marketing
Ms. Susan Espenship	-	Faculty Representative
Ms. Allyson Dees	-	Faculty Representative

Purpose: The Behavioral Intervention Team is designated to facilitate the student discipline policies and procedures.

Appointment of members will take place at the beginning of each fall semester. The Chairperson reports to the President. The membership will be confirmed each fall by the President.

CALENDAR COMMITTEE

Standing Committee

Chair: Ms. Crystal Janasiewicz –Director, Enrollment Services/Registrar (Standing Member)

Composition:

Dr. Paula Gavin	Vice President for Academic Affairs	Standing member
Mr. Anthony Cardenas	Vice President for Student Affairs & Public Information	Standing member
Ms. Michelle Holloway	Vice President for Business Services	Standing member
Ms. Cassie Buckles	Executive Director, Human Resources	Standing member
Ms. Brandi Dean	Director, Financial Aid	Standing member
Ms. Rebecca Thomas	Director, Advising & Career Service	Recommended by VP for Student Affairs & Public Information
Ms. Sarah White	Faculty	Recommended by VP for Academic Affairs
Mr. Joseph Shadle	Faculty	Recommended by VP for Academic Affairs
TBD	Bursar, Business Services	Recommended by VP for Business Services
Taria Liles*	Student	Recommended by Director of Student Life via VP for Student Affairs & Public Information

Time of Appointment: Appointment of standing members is ongoing. All other members are appointed each year.

Statement of Purpose: To develop and propose the annual academic calendar for the next academic year, pursuant to college and state policies, rules, statutes, and guidelines. The proposed calendar is submitted to the President for approval, then must be approved by the Board of Trustees and the Florida Department of Education.

*Committee chair: When a meeting is called, please notify Director, Student Life to send the student representative.

CAMPUS APPEALS BOARD

Standing Committee

Chair: Mr. Anthony Cardenas, Vice President, Student Affairs & Public Information

Composition:

Ms. Crystal Janasiewicz	-	Director, Enrollment Services/Registrar
Ms. Sylvia Calcano	-	Faculty
Dr. Maureen Akey	-	Faculty
Mr. Alexander Elman	-	Faculty
Ms. Paula Redmond	-	Faculty
*Mr. Tavion Taylor	-	SGA Vice President
*Ms. Amari Murphy	-	SGA Legislative Liaison

Time of Appointment: The chair and all members, other than students, are appointed annually each fall by the appropriate Vice President. Chairperson reports to Vice President, Student Affairs & Public Information.

Purpose: To hear appeals for decisions of suspension or expulsion and to review exceptions to College academic policy and procedure.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representative.

COLLEGE SENATE

Standing Committee

Chair: Ms. Japera Denson, Coordinator/Instructor Health Information Technology

Co-Chair: TBD

Composition:

Instructional (3 AA Faculty & 3 AS Faculty Elected by Instructional Staff)

Ms. Carrie Avery	(2021-23)	Ms. Jennifer Bowles	(2022-24)
Dr. Mustapha Kane	(2021-23)	Ms. Japera Denson	(2021-23)
Mr. Todd Siff	(2022-24)	Dr. Sandra Webb	(2022-24)

Career Service

Mr. Stephen Culotti	(2022-24)
Ms. Jeanne Anderson	(2022-24)
Ms. Angela Glantz	(2022-24)
Ms. Gloria Jordan	(2021-23)

Professional and Administrative

Mr. Brandon McIntire	(2021-23)
Mr. Travis George	(2021-23)
Ms. Andrea Gabriel	(2022-24)
Ms. Brandi Dean	(2022-24)

Students (Elected by Student Government Association)

*Ms. Kayla Desmartin	(2022-24)
*Mr. Tavion Taylor	(2022-24)

Ex Officio:

Mr. Anthony Cardenas	-	Vice President, Student Affairs and Public Information
Ms. Michelle Holloway	-	Vice President, Business Services
Ms. Cassie Buckles	-	Executive Director, Human Resources and Equity Officer
Dr. Paula Gavin	-	Vice President, Academic Affairs

Time of Appointment: Members are elected or appointed for revolving two-year terms. Senate constitution and bylaws provide for the immediate past president/chair to serve the next year as an Ex-Officio member.

Statement of Purpose: The primary responsibility of this committee is to provide faculty, staff and student input into College governance procedures. The Chairperson reports to the President.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representatives.

EDUCATIONAL AFFAIRS COMMITTEE

Standing Committee

Chair: Dr. Paula Gavin, Vice President, Academic Affairs
(non-voting except in cases of ties)

Composition:

Ms. Christine Boatright	Associate Dean, Libraries and Institutional Effectiveness
Dr. Pamela Carswell	Executive Director, Teacher Preparation Programs
Ms. Sandi Tomlinson	Associate Dean, Student Life
Mr. Travis Green	Executive Director, Information Technology/CIO
Ms. Crystal Janasiewicz	Director, Enrollment Services/Registrar
Mr. Kris Brady	Executive Director, Workforce, Public Service & Technology Programs
Ms. Ann Brown	Executive Director, Nursing and Health Sciences
Dr. Matthew Peace	Dean, Academic Affairs
Ms. Mary Rogers	Faculty
Ms. Ceceila Larramore	Faculty
Mr. Thomas Brown	Faculty
Mr. David Hurner	Faculty
Ms. Sharron Cuthbertson	Faculty
Ms. Christal Clark	Faculty
Dr. Juan Guzman	Faculty
Dr. Doris Lombo	Faculty
Dr. Patricia Love	Faculty
Ms. Samantha Chapuseaux	Faculty
Ms. Elizabeth Cobb	Faculty
Ms. Christine McLaughlin	Faculty
*Ms. Taria Liles	SGA Representative (President)
*Ms. Kayla Desmartin	Student – appointed by SGA President

Ex Officio

Mr. Anthony Cardenas	Vice President, Student Affairs & Public Information
Mr. Travis George	Director, Multicultural Affairs & Special Projects
Ms. Kacey Schrader	Dean, Enrollment and Marketing

Time of Appointment: One year. Faculty representatives elected. Student representative appointed by SGA President.

Statement of Purpose: The Educational Affairs Committee is concerned with curriculum development, course descriptions, course syllabi, coordination of programs offered, academic standards, degree and certificate requirements, library holdings and development, instructional development, review of cooperative programs with other institutions of higher education, and other instructional policy. Recommends to the Vice President, Academic Affairs.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representatives.

EQUAL ACCESS/EQUAL OPPORTUNITY
COMMITTEE
Standing Committee

Chair: Mr. Travis George, Director, Multicultural Affairs and Special Projects

Composition:

- Ms. Crystal Janasiewicz - Director, Enrollment Services/Registrar
- Dr. Stephen Agyare - Faculty
- Ms. Alana Brady - Director, Testing and Accessibility Services
- Ms. Christine Boatright - Associate Dean, Libraries and Institutional Effectiveness
- Mr. Chris Hackett - Director, Athletics
- Ms. Laurie Layton - Coordinator, Research and Data Analysis

Ex Officio

- Dr. Lawrence Barrett - President
- Ms. Cassie Buckles - Executive Director, Human Resources and Equity Officer

Time of Appointment: All members are volunteers confirmed by the President. Membership is reviewed each fall. Meetings are called as needed. Records of meetings are kept on file by the Chairperson.

Statement of Purpose: The purpose of the EA/EO Committee is to serve as an advising, monitoring and policy recommending body for the purpose of assuring equal access and equal opportunity for all minority and disabled individuals. The committee's responsibilities are:

To assist in the development of the Educational Equity Act Plan as required by the State of Florida Department of Education.

To assume a proactive role in identifying and recruiting qualified minority, female and disabled applicants as positions become available.

To assume a proactive role in identifying and recruiting qualified minority, female and disabled students.

To review employment selection procedures to ensure that no minority group is adversely affected.

To assume a proactive role in monitoring activities and programs and identify problems that may adversely affect minority groups and recommend corrective measures.

To establish avenues of effective communication between the College and the community so that programs and services realistically address the needs of the minority community.

FINANCIAL AID APPEALS COMMITTEE

Standing Committee

Chair: Ms. Brandi Dean Director, Financial Aid

Composition:

Ms. Crystal Janasiewicz	-	Director, Enrollment Services/Registrar
Ms. Kacey Schrader	-	Dean, Enrollment & Marketing
Ms. Amy Dekle-Hunt	-	Director, Student Life
Dr. Pedro Mora	-	Faculty (2021-23)
Ms. Destiny Parrish	-	Faculty (2022-24)
Ms. Kristen Casperson	-	Academic Advisor
Ms. Shirley Miller	-	Student Success Coach
Dr. Michael Baker	-	Faculty (2022-24)

Time of Appointment: Ongoing. Faculty elected for two-year term in Fall semester.

Statement of Purpose: The Financial Aid Appeals Committee reviews student Financial Aid Appeal Applications for the return of Title IV Aid following suspension of federal aid due to unmet Satisfactory Academic Progress or due to reaching Max150 (attempted 150% of degree program hours). The committee grants or denies the request based on the appeal application and documentation of extenuating circumstance submitted by the student. The committee meets once a semester at a minimum.

INSTITUTIONAL EFFECTIVENESS COMMITTEE

Standing Committee

Chair: Ms. Christine Boatright, Associate Dean, Libraries and Institutional Effectiveness and Assessment

Composition:

Dr. Pamela Carswell	-	Executive Director, Teacher Preparation Programs
Ms. Amy Dekle-Hunt	-	Director, Student Life
Dr. Paula Gavin	-	Vice President, Academic Programs
Ms. Michelle Holloway	-	Vice President, Business Services
Ms. Crystal Janasiewicz	-	Director, Enrollment Services/Registrar
Mr. Kris Brady	-	Executive Director, Workforce, Public Service & Technology Programs
Ms. Laurie Layton	-	Coordinator, Research and Data Analysis
Ms. Ann Brown	-	Executive Director, Nursing and Health Sciences
Mr. Lee Pinchouck	-	Executive Director, Resource Development
Mr. Anthony Cardenas	-	Vice President, Student Affairs and Public Information
Ms. Kacey Schrader	-	Dean, Enrollment and Marketing
Mr. Travis Green	-	Executive Director, Information Technology/CIO
Mr. Ryan Touchton	-	Director, Network and Security
Dr. Sona Esona	-	Faculty
Dr. James Givvines	-	Faculty
Dr. Pedro Mora	-	Faculty
Dr. Debra Reid	-	Faculty
Ms. Carrie Toreky	-	Faculty
Dr. Deborah Smith	-	Faculty
*Mr. Tavion Taylor	-	SGA Representative

Time of Appointment: On-going as determined by Associate Dean, Libraries and Institutional Effectiveness and Assessment

Statement of Purpose: The Committee is to initiate and oversee the activities needed to increase the effectiveness of all components of the college and move the institution toward optimal performance. Specific responsibilities of the committee include college-wide planning, program review, assessment, resource management, and accreditation compliance. The committee regularly presents the President with an evaluation of the college and the progress toward its goals.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representative.

INSTRUCTIONAL COUNCIL

Standing Committee

Chair: Dr. Frederick Smith, Faculty

Composition:

Dr. Troy Appling	-	Faculty Representative	(22-23)
Mr. Uriah Tobey	-	Faculty Representative	(22-23)
Dr. Dawn Cross	-	Faculty Representative	(22-23)
Dr. Melissa Davis	-	Faculty Representative	(22-23)
Dr. Ali Messenger	-	Faculty Representative	(22-23)
Ms. Sandi Tomlinson	-	Associate Dean, Student Affairs	(22-23)
Dr. Brandon McIntire	-	Director, eLearning	(22-23)
Dr. Paula Gavin	-	Vice President, Academic Affairs	(22-23)

Time of Appointment: Members are nominated by the Vice President of Academic Affairs. Committee members serve for one year, although membership can be renewed each year upon agreement by the committee member, the Chair, and the Vice President of Academic Affairs. Meetings will be monthly, although additional meetings may be called if needed. Records of meetings are maintained by the Chair. The Chair reports to the Vice President of Academic Affairs.

Statement of Purpose: The Instructional Council will develop recommendations of instructional standards from best practices of traditional and online teaching. These recommendations will be reviewed annually to ensure their relevancy to current best practices. The Instructional Council will also work with Florida Gateway College instructional leaders to ensure these standards are being met.

LEARNING RESOURCES COMMITTEE

Standing Committee

Chair: Ms. Christine Boatright, Associate Dean, Libraries and Institutional Effectiveness

Composition:

* Ms. Mikiya Johnson	-	SGA Student (appointed by SGA President)
Ms. Tina Allen	-	Faculty (elected)
Ms. Tanya Doidge	-	Faculty (elected)
Mr. Robert Dawson	-	Coordinator, Student Success Center
Mr. Lance Bass	-	Media Supervisor

Time of Appointment: Committee membership reviewed each fall.

Statement of Purpose:

The mission and scope of responsibility of the Learning Resources Committee is to:

Interpret library policies to faculty, staff, and students.

Advise LRC personnel concerning opinions about services and library policies, suggest modification of rules and services where necessary.

Assist the LRC in the continuous evaluation of the collection.

Advise the LRC concerning the allocation of book and non-book funds

Assist in the formulation of surveys necessary for LRC statistical information and evaluation.

Review cooperative agreements to provide Library Services and make recommendations for improvement.

Meetings are called as needed by the Chairperson of the committee in consultation with the director of the LRC. The Committee must meet at least twice during the academic year; once during fall term, and once during spring term. The Chairperson reports to the Vice President, Academic Affairs.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representatives.

POLICIES AND PROCEDURES

Standing Committee

Chair: Dr. Lawrence Barrett, President

Composition:

Dr. Paula Gavin	-	Vice President, Academic Affairs
Ms. Michelle Holloway	-	Vice President, Business Services
Mr. Anthony Cardenas	-	Vice President, Student Affairs and Public Information
Ms. Cassie Buckles	-	Executive Director, Human Resources and Equity Officer
Ms. Kathryn McCrary	-	Assistant to the President
Mr. Lee Pinchouck	-	Executive Director, Resource Development
Ms. Kacey Schrader	-	Dean, Enrollment and Marketing

Time of Appointment: Indefinite

Statement of Purpose: To periodically review and update the College Policies and Procedures Manual. This committee will meet as needed in order to assess the status of the Policies and Procedures Manual. Proposed changes to current policies and procedures will be brought to the committee by the President or the respective Vice President. Throughout the year, it will be the responsibility of the Office of the President to ensure that employees are provided notification of policy or procedure changes.

Residency Appeals Committee
Standing Committee

Chair: Ms. Crystal Janasiewicz, Director, Enrollment Services/Registrar

Composition:

- Ms. Kacey Schrader - Dean, Enrollment and Marketing
- Mr. Travis George - Director, Multicultural Affairs and Special Projects
- Ms. Brandi Dean - Director, Financial Aid
- Ms. Julie Cannon - Director, Dual Enrollment and Recruitment

Ex Officio:

- Mr. Anthony Cardenas - Vice President, Student Affairs and Public Information

Time of Appointment: The Residency Appeals Committee is appointed by, and reports to, the Dean of Enrollment and Marketing. Membership is reviewed each fall. Records of meetings are kept electronically on file by the Chairperson.

Purpose: Pursuant to Florida Statutes, the Residency Appeals Committee will consider and render final determinations of student appeals in regards to residency determinations for tuition purposes as well as student eligibility for state financial aid awards in accordance with the FGC appeal process.

Retention Committee Standing Committee

Chair: Mr. Anthony Cardenas, Vice President, Student Affairs and Public Information

Co-Chair: Ms. Sandra Tomlinson, Associate Dean, Student Affairs

Composition:

Ms. Christine Boatright	-	Associate Dean, Libraries and Institutional Effectiveness
Ms. Ann Brown	-	Executive Director, Nursing and Health Sciences
Dr. Paula Gavin	-	Vice President, Academic Affairs
Mr. Robert Dawson	-	Coordinator, Student Success Center
Ms. Kacey Schrader	-	Dean, Enrollment and Marketing
Ms. Julie Cannon	-	Director, Dual Enrollment and Recruitment
Ms. Sandra Johnston	-	Faculty
Dr. Sean McMahon	-	Faculty
Ms. Tina Raineri	-	Faculty
Ms. Laura Raulerson	-	Faculty

Time of Appointment: Ongoing. The composition, except for faculty members, are appointed by, and reports to, the Vice President for Academic Affairs. Four faculty members, two from each Division, are elected by faculty.

Purpose: To propose, plan and coordinate new initiatives and engage faculty and staff in creating and participating in recruitment and retention of students, and produce a written plan to follow.

SAFETY COMMITTEE
Standing Committee

Chair: Ms. Michelle Holloway, Vice President, Business Services

Composition:

Ms. Cassie Buckles	-	Executive Director, Human Resources and Equity Officer	- Permanent
Ms. Kathryn McCrary	-	Assistant to the President	- Permanent
Dr. Paula Gavin	-	Vice President, Academic Affairs	- Permanent
Mr. Kris Brady	-	Executive Director, Workforce, Public Service & Technology Programs	- Permanent
Mr. Randy Thomas	-	Director, College Facilities	- Permanent
Mr. Anthony Cardenas	-	Vice President, Student Affairs & Public Information	- Permanent
Mr. Travis Green	-	Executive Director, Information Technology/CIO	- Permanent
Mr. William Clark	-	Faculty (elected by faculty)	- Appointed
	-	Career Service	- Appointed
*Ms. Kayla Desmartin	-	Student (appointed by SGA Pres)	

Time of Appointment: Fall term of each academic year.

Statement of Purpose: To review all areas of safety throughout the campus and provide suggestions for improvement. The committee will also review, at least bi-annually, the College Drug Awareness and Prevention Program. The review is to (a) determine the program effectiveness and implement changes as needed (b) ensure that the sanctions we have developed are consistently enforced. The committee will meet on a regular basis in order to address safety issues in a timely manner. Chairperson reports to the President.

*Committee Chair: When a meeting is called, please notify Director, Student Life to send the student representative.

Textbook Committee **Standing Committee**

Chair: Dr. Paula Gavin, Vice President, Academic Affairs

Composition:

Dr. Michael Baker, Faculty representative

Ms. Jennifer Brown, Faculty representative

Ms. Brenda Jernigan, Faculty representative

Mr. David Griswold, Faculty representative

Ms. Amy Dekle-Hunt, Student Life representative

Ms. Amari Murphy, A student representative, recommended by Vice President of Student Services

Dr. Pam Carswell, Executive Director, Teacher Preparation Programs

Ex Officio:

Mr. Jacob Bogue, Follett Bookstore Manager

Time of Appointment: The Textbook Committee is appointed by, and reports to the Academic Vice-Presidents. Membership is reviewed each fall. Meetings are called as needed, but not less than three times per year. Records of meetings are kept electronically on file by the Chairperson.

Purpose: The purpose of the Textbook Committee is to review textbooks used in courses taught in each discipline to ensure that the adoption of textbooks conforms to current State guidelines as prescribed by the State Board of Education. There may be an exception where the selection of a textbook will be mandated by external requirements (i.e. specific textbooks for required state programs).

WELLNESS COMMITTEE
Standing Committee

Chair: Ms. Heather Shingleton, Benefits and Employee Relations Specialist

Composition:

Ms. Christine Boatright	Associate Dean, Libraries and Institutional Effectiveness
Ms. Kathryn McCrary	Assistant to the President
Ms. Amy Dekle-Hunt	Director, Student Life
Ms. Lisa Co	Faculty Representative
Ms. Janice Helfenberger	Faculty Representative
Mr. Charles Ruise	Wellness Coordinator

Ex Officio:

Ms. Cassie Buckles, Executive Director, Human Resources and Equity Officer

Time of Appointment: The Wellness Committee is appointed by the President. Membership is reviewed is each fall semester. Records of meetings are kept on file by the Chairperson. The Chairperson reports to the President.

Purpose: To propose, plan and coordinate new initiatives and engage faculty and staff in creating and participating in wellness activities.