Concert and Lecture Series Committee
adopted by the Academic Senate Executive Council February 6, 2013
Day and time corrected. October 8, 2013

I. Name: Concert and Lecture Series Committee

II. Type of Committee: Action

III. Membership: 3 faculty, 2 administrators, 2 classified staff members, 3 students, (including Associated Students VP for Cultural Affairs)

IV. Committee Chair elected annually in August.

V. Meeting day and time Thursday mornings.

VI. Meeting frequency: eight times per academic year; typically four times per semester.

VII. Website address: www.ccsf.edu; click on “upcoming events/Concert and Lecture Series.”

VIII. Support for Student Learning: Programs presented by the Concert and Lecture Series enrich and supplement the classroom experience. For all proposed programs, at least one specific class is identified whose students will attend the program, and programs are open to all members of the college community.

VII. Description of Purpose and Goals: The mission of the Concert and Lecture Series (C/LS) is to enrich and supplement the classroom experience by presenting a wide variety of free, high quality educational programs for all members of the college community and the community at large. The Program works closely with faculty, administration and student organizations to co-sponsor programs, helping to reach a broader audience and to reach out to community partners such as schools, public libraries, and the media.

Anyone may present a proposal for a program to the Concert and Lecture Series Committee. The Coordinator works with anyone suggesting a program to develop the proposal according to the standards set by the Committee to ensure that it enhances City College curriculum. All proposed programs must identify at least one specific class whose students will attend the programs. For example, a vocal master class is proposed by the voice instructor, and uses voice students to demonstrate technique.

The Concert and Lecture Series has an annual budget allocation to pay small honoraria to those presenters who are not already employed by the College.

The Concert and Lecture Series Committee reviews proposals for programs and approves the allocation of funds for honoraria. The committee reviews the assessment surveys returned by attendees at programs and determines whether the programs met the Student Learning Outcomes identified in the proposal. Those developing proposals are encouraged to attend and discuss the goals of their program with the Committee. The Committee conveys information to persons hosting events as to whether or not the program met the SLO targets. The Committee reviews proposals also to determine whether presentations reach as many college centers and students as possible. The Committee offers suggestions and advice to the Coordinator as to the allocation of programs and funds.

The goal of presenting programs such as master classes, author events, panel discussions, science seminars, documentary films, music performances and so on is to offer students live presentations that assist the faculty to meet the Student Learning Outcomes identified by their department and their curriculum. C/LS supplements the classroom learning experience by offering direct interaction between students and practitioners in the field. Thus, C/LS offers students an opportunity to experience the possibility of a career in the field being showcased. Students are encouraged to consider various career possibilities upon completion of their education.

VIII. Academic and Professional matters as adumbrated in CCSF Board Policy 2.08 and Title 5 CCR § 53200 (c):
(5) standards or policies regarding student preparation and success;
IX. ACCJC Accreditation Standards to which committee contributes:

II.A.1.a – The institution identifies and seeks to meet the varied educational needs of its students through programs consistent with their educational preparation and the diversity, demographics, and economy of its communities. The institution relies upon research and analysis to identify student learning needs and to assess progress toward achieving stated learning outcomes.

II.B.3.b. The institution provides an environment that encourages personal and civic responsibility, as well as intellectual, aesthetic, and personal development for all of its students.

IV. A. 1 Institutional leaders create an environment for empowerment, innovation and institutional effectiveness. They encourage staff, faculty administrators and students, no matter what their official titles, to take initiative in improving the practices, programs and services in which they are involved. When ideas for improvement have policy or significant institution-wide implications, systematic participative processes are used to assure effective discussion, planning, and implementation.