

memo

[Company name]

To: College Coordinating Council
From: Christos Valiotis
CC: [Recipient names]
Date: 3/5/2012
Re: Recommendation for change of SPBC chairmanship

At the March 2nd, 2012 retreat, the SPBC reached a unanimous decision on the following recommendation: Institute a permanent change, effective immediately, on the current structure of the chairmanship of the committee by replacing the V. P. of Administrative Services with the Dean of Institutional Research and Effectiveness. The Academic Senate President will continue to serve as the co-chair. For explanation please see attached justification document that also contains a summary of all other recommendations adopted during the retreat.

Upon your approval the council will update the committee membership form reflecting the changes, as well as suggest changes to the AP/BP 2510.

Collegially,
Christos Valiotis
Academic Senate President and SPBC Co-Chair