

DRAFT: Porterville College Caring Campus Committee Charter

Mission Statement

The Caring Campus Committee at Porterville College is committed to fostering a welcoming, supportive, and inclusive environment where every student, classified professional, faculty, and administrator feels valued and connected. Through the implementation of research-based Caring Campus behavioral commitments, the committee seeks to build a culture of care that encourages personal and academic growth, professional development, and meaningful relationships.

Purpose

The Caring Campus Committee is responsible for supporting, sustaining, and institutionalizing the Caring Campus initiative at Porterville College. Guided by the principles of empathy, intentionality, and collaboration, the committee will:

- Promote a culture of belonging through the implementation of the Caring Campus behavioral commitments for classified professionals and faculty.
- Enhance cross-campus communication and collaboration between student services, instruction, and operations.
- Support professional development and staff leadership aligned with student success and cultural responsiveness.
- Celebrate caring behaviors that contribute to student retention, persistence, and success.
- Collaborate with stakeholders to assess the impact of Caring Campus efforts on institutional climate and student experience.

Scope of Work

Implementation & Institutionalization

- Champion the Caring Campus 5 behavioral commitments:
 1. Name Tags & Identification
 2. Cross-Department Awareness
 3. 10-Foot Rule
 4. Welcome Week & Student Greetings
 5. Warm Referrals.
- Develop communication and implementation plans to increase campus-wide engagement with Caring Campus practices.
- Integrate Caring Campus principles into existing employee onboarding, constituent presentations, and leadership meetings.

Events & Engagement

- Organize and support signature Caring Campus events, including Welcome Week activities, “Name That Colleague,” Classified/Management mixers, and Caring Campus holiday celebrations.
- Collaborate with Professional Development to co-sponsor workshops and training that center caring practices, emotional intelligence, and student-centered service.
- Issue regular Caring Campus newsletters and maintain the Caring Campus website and Cross-Department Awareness Guide.

Evaluation & Assessment

- Monitor implementation through staff and student surveys, mid-year feedback, and data collection aligned with the IEBC logic model.
- Use staff and student feedback to revise behavioral commitments and inform future initiatives.
- Recognize staff through programs like “Staff Caught Caring” and showcase exemplary practices.

Membership

The Caring Campus Committee will include representation from across the institution to reflect a diversity of roles and experiences. Total membership shall be **11 voting members**, including:

- **2 Faculty Representatives:** Appointed by Academic Senate
- **2 Classified Representatives:** Appointed by CSEA
- **2 Administrators:** Appointed by President, may include one instructional and one student services administrator
- **2 Student Representatives:** Appointed by ASPC

Quorum

Quorum shall consist of **6 voting members** and must include at least one representative each from faculty, classified professionals, and administration to ensure equity in decision-making.

Leadership and Meetings

- The committee shall be co-chaired by one administrator, one classified professional, and one faculty member, each serving a two-year term on a rotating basis.
- Meetings will occur monthly during the academic year, with additional meetings scheduled as needed to coordinate major events or respond to institutional priorities.

Reporting

The Caring Campus Committee will provide regular updates to the College Council, Academic Senate, CSEA, and other relevant shared governance bodies. A year-end report will summarize activities, survey findings, successes, and recommended goals for the following year.

Evaluation and Accountability

The Committee will evaluate progress through:

- Institutional surveys (classified professionals, faculty, students) using the Caring Campus toolkit
- Behavioral commitment implementation reviews
- Event participation and feedback
- Reports on committee-led initiatives