## DRAFT

## Santa Ana College Civic Engagement Committee (Sub-Committee?)

**Purpose**

The Santa Ana College (SAC) Civic Engagement Committee was formed in 2019 to review past, current and future civic engagement efforts in credit and non-credit. This group is not currently a part of participatory governance and has primarily provided update reports to the SAC President. The two primary documents used for this committee are: 1998 Higher Education Act, and Assembly Bill 963 (2019).

The Committee is composed of representatives from credit and non-credit and works in collaboration with college, district, community and state partners to address current efforts, such as the U.S. Census and Redistricting.

**Charge**

The SAC Civic Engagement Committee:

* Provides a collaborative approach to ensure compliance with the 1998 Higher Education Act: All postsecondary institutions are required to make a good-faith effort to distribute voter registration forms to all of their on-campus-degree-or certificate-seeking students prior to their state’s voter registration deadline for all federal and gubernatorial elections. The primary goal is to shape civic involvement with a nonpartisan approach aimed at exploring, learning and discussing issues while encouraging participation in the electoral process (see handbook: *Your Voice, Your Vote:* [*www.naicu.edu*](http://www.naicu.edu)).
* Complies with Assembly Bill 963 (2019) which is the Student Civic and Voter Empowerment Act that provides all California Universities and Colleges the necessary tools to increase civic engagement and participation in democracy among young voters; designates a Civic and Voter Empowerment Coordinator on each campus, consults with the Secretary of State with communications, posts on social media, and holding major events, and develops a Civic and Voter Empowerment Action Plan.

<https://a74.asmdc.org/press-releases/20191009-release-student-civic-and-voter-empowerment-act-signed-law>

**Procedures**

* Committee members are appointed and/or request to serve.
* Key items are requested and placed on the agenda for meetings.
* Subcommittees—SAC ASG, SCE ASG, faculty, classified, students, and management.

**Meeting Frequency**

The SAC Civic Engagement Committee meets two to three times each semester and the meetings are set based on a survey of most members that will attend.

**Membership**

* Assistant Dean, President’s Office (Chair)
* Faculty (Academic Senate President or Representative)
* Faculty (Credit—2-3 Members)
* Faculty (Non-Credit—2-3 Members)
* ASG/Credit Staff Lead Representative
* ASG/Non-Credit Staff Lead Representative
* ASG/Credit Student Representative
* ASG/Non-Credit Student Representative
* PIO or Representative(s)

The SAC Civic Engagement Committee is supported by the following:

* President’s Office/Public Affairs
* ASG/Credit Student Life
* ASG/Non-Credit Student Life

**DRAFT: September 13, 2019**