

Board Policies

ADMINISTRATIVE AFFAIRS

107.00 ADVISORY COMMITTEES

The faculty and administration utilize Citizens advisory committees to ensure that College programs and services are sensitive to community needs and resources and provide two-way communication with citizens possessing special expertise and interest in College programs and services. In addition, ad hoc advisory committees may be appointed by the Board of Trustees for certain specified purposes.

1. An advisory committee will be appointed for each General Education department and each Technical program of the College. Advisory Committees for other areas may be approved as needed.
2. The President will appoint presidential institutional advisory committee members. The Department Chairs will appoint department advisory committee members.
3. Each committee will elect a chairperson..
4. The committee will meet at least once each semester upon call by the chairperson.
5. Notice of meetings, including an agenda, will be distributed to each member at least two weeks in advance.
6. Minutes will be prepared and submitted to the appropriate administrator and the President within two weeks following each meeting.
7. Reports will be submitted to the appropriate administrator concerning any recommendations for significant changes in a program and/or any evaluative information prepared by an advisory committee.

Adopted July, 1971
Revised July, 1975
Reviewed July, 1989
Revised June 19, 2000
Revised July 21, 2003
Revised August 9, 2004
Revised September 20, 2021