



Book	VCCCD Board Policy Manual
Section	Chapter 2 Board of Trustees
Title	BP 2220 Committees of the Board
Number	BP 2220
Status	Active
Legal	
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The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by Board action shall comply with the requirements of the Brown Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board do not have authority that may lawfully be exercised by the Board itself.

Board committees have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

Committees

Finance and Capital Planning. The primary purpose of the Finance Committee and Capital Planning is to act in an advisory role to the Board of Trustees in carrying out its fiduciary responsibilities as they relate to ongoing fiscal stability and sustainability of the District through the responsible stewardship of available resources; ensuring the ongoing effective operation of the District by maintaining adequate cash reserves; monitoring the fiscal condition of the District as an integral part of the policy and decision-making process; evaluating significant changes in the fiscal environment and make necessary, timely, financial and educational adjustments; and providing for both short-term and long-term goals and objectives.

The Committee is responsible for the oversight of the District-wide budget development process through a review of Board priorities, budget assumptions, allocation model, and the annual budget development calendar.

The Committee will monitor the financial status of the District through the review of reserve balances, financial reports, actuarial studies and other relative materials, as well as internal controls and compliance with legal and regulatory requirements.

The Committee recommends to the Board the selection of the District independent auditor, meets periodically with the auditor to ensure appropriate financial controls are in place and the annual financial reports are prepared timely and in accordance with State regulations.

The Committee examines the relationship of the campus facilities master plans to submitted proposals for the

design, construction, and maintenance of buildings or other facilities or improvements, and reviews the fiduciary viability of any architectural or construction management firms recommended for Board approval.

The Committee meets monthly or on an as-needed basis (at least quarterly).

Planning, Accreditation, and Student Success. The Planning, Accreditation, and Student Success Committee reviews recommendations from the Chancellor for District and College planning assuring that programs are comprehensive and meet organizational and community needs. The Committee reviews policies that ensure that instructional programs are effective and consistent with District and College practices, plans, strategies, and community needs. The committee provides guidance to the board regarding programs recommended by the Chancellor that enhance student success. With guidance from the Chancellor, the Planning, Accreditation, and Student Success Committee informs the Board is regarding accreditation matters within the District and receives reports from the Chancellor and colleges regarding District and College practices and activities for alignment with Accrediting Commission Standards and student success. The committee meets monthly or on an as-needed basis (at least quarterly).

Policy, Legislative, and Communication. The Policy, Legislative, and Communication Committee receives recommendations from the Chancellor on policies being prepared for the Board that benefit the Ventura County Community College District. The committee discusses responses to pending local, statewide, and federal legislative issues that may affect or are of interest the District. The Committee serves the internal and external Board communication needs in evaluating legislative matters. The committee receives recommendations from the Chancellor regarding district communications needs, policies and practices. The scope of legislation includes local, state and national legislation affecting the VCCCD. The committee meets monthly or on an as-needed basis (at least quarterly).

No administrative procedure is required.