

CHAPTER:	Advisory Committees	DATE ADOPTED: August 10, 1999	NUMBER
COMMUNITY		Revised: March 11, 2014	603
Reviewed: December 19, 2019			
SYNOPSIS:			
1	Citizen Advisory Committees		
2	Advisory committees		
3	Committee Procedure		
1	<p>Citizen Advisory Committees: The Board may from time to time appoint citizens' advisory committees to study matters pertaining to the College. Such committees shall deal with specific problems, and their functions shall be fulfilled upon making a final report to the Board.</p> <p>Selection of citizens' advisory committees shall be made by the Board as a whole. Membership should be limited to individuals who are willing to devote time and attention to the matter under consideration. As a matter of basic policy, such committees shall be representative of the area as a whole and should, whenever possible, come from the various Director Districts.</p> <p>The chair of the committee shall be appointed by the Chairman.</p> <p>Travel expenses of committee members may be paid by the College.</p> <p>The chairs (or chairpersons) of the committees shall convene meetings of the membership and proceed with the work to be done. The chairs shall maintain liaison with the President or designee and shall be responsible for the preparation of a final report to be presented to the Board.</p> <p>The report should contain the findings of the committee and, where appropriate, make suggestions or recommendations for consideration of the Board.</p>		
2	<p>Advisory Committees:</p> <p>a. Program: Occupational expertise, geographic distribution, and interest in the program shall be included as a part of membership selection criteria. Striving for advisory committee memberships that fairly represents each sex and minorities in the service area shall also be taken into consideration. Terms of service shall be established to accommodate the orderly replacement of members. Official recognition shall be given by the President or designee to members for their appointments and services.</p> <p>b. Other: Other advising committees may be identified and utilized whenever such committees are needed in reaching the objectives of the College. Selection criteria, terms of service, and recognition will be similar to those of other advisory committees.</p>		
3	<p>Committee Procedure: It has been determined by the Iowa Attorney General that the Iowa Open Meeting law applies to advisory committees only when the committee is created by the Board of Directors or by State Statute. Other advisory committees, including program advisory committees, are not required to comply with the Iowa Open Meeting law. However, all advisory committees should conduct business in a public and open fashion.</p>		