

CHANCELLOR FOR COMMUNITY COLLEGES MEMO

CCCM# 5100 (March 24, 1981)

SUBJECT: Administrative Advisory Committees

A. Reference:

Use of Administrative Advisory Committees, President's March 11, 1981

B. Purpose:

To specify University policy guidelines on the composition of Administrative Advisory committees.

C. Responsibilities:

1. Chancellor for Community Colleges: Disseminates guidelines and monitors compliance.
2. Provosts (and other equivalent Community College executive): Implements policy guidelines.

D. Guidelines:

1. Committees that will serve in an advisory capacity on personnel matters will include employees of the affected bargaining units. If an APT position is the issue, APT employee(s) will serve on the committee selected to study and evaluate the issue.
2. Advisory committees that will study broad policy or operational matters will include a broad cross section of personnel affected, such as civil service, APT, faculty, administrative and executive personnel, and students. (E.g., If a Provost selection committee is to be selected, each of the above is to be represented on it.)

E. Recisions:

None.

Dewey H. Kim