

**Policy 1.21 Committees**

Members of the Peralta Community College District Board of Trustees recognize the basic principle that they possess legal authority only when they are convened as a Board.

A. The Board may by action establish Standing Committees and ad hoc committees that it determines are necessary to assist the Board in its responsibilities.

B. Committees of the Governing Board of The Peralta Colleges, both standing and ad hoc, are not operating committees. They have a very limited charge of "Fact Finding" only. They are intended to spread the load in terms of oversight review and analysis. They have no authority what-so-ever beyond attempting to determine facts to keep the full board informed and to provide an input whenever decisions are appropriate. They are intended to provide a more informal forum to provide for dialogue and a sharing of information and concerns among interested parties. The meetings are all properly posted and open to the public and in strict conformance to the sunshine laws of the State of California. The minutes of the meetings should be included in a section of the Board agenda that focuses on Board committees. Each of the Committee Chairs should be prepared to provide a formal, oral and written report that covers salient aspects of each committee meeting as a regular part of the Board agenda.

C. Each committee shall have a charter approved by the Board. After its annual reconstitution as a first order of business, each committee shall submit a proposal to the Board for guidance and approval that will include:

1. Goals and objectives of the committee for the current calendar year
2. Individual initiatives and issues to be pursued
3. Priorities
4. Staff time required
5. Funding required
6. A schedule of regular committee meetings

**Deleted:** 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. The Procedures section of this Manual includes "Rules for Board Standing Committees" and "Board Procedure for Action Items Impacting the Budget."

**Source of Law:**

Government Code Section 54952

Approved by Board of Trustees: July 12, 2005