

Central Committees

College Council and the Planning and Budget Committee represent broad perspectives to provide recommendations that support the district's mission, vision, values, institutional goals and objectives, and district-wide operational plans.

Central committees have final recommendation authority over specified district-wide matters unless otherwise prescribed by the California Education Code, collective bargaining agreements, board policy, or other legally binding statutes. To clarify, central committee recommendations shall not override the authority of the Academic Senate Council or the collective bargaining organizations. Additionally, these committees are advisory to other committees, the Superintendent/President, and/or the Board of Trustees.

Each central committee is charged with identifying its description, composition, and initiatives while integrating its functions to the district's educational master plan, strategic plan, and other operational plans. Thus, decisions that will ultimately have a district-wide impact need to be discussed through one or both central committees. Determination of process is based on the committee's description. It is expected that these committees will work in a synergistic and complimentary manner. For example, any item that has a fiscal impact should be agendaized by the Planning and Budget Committee and may need to go to College Council for review prior to a recommendation to the Superintendent/President for consideration by the Board of Trustees. Furthermore, the two central committees meet jointly in response to larger institutional planning issues, such as budget reduction strategies.

College Council

College Council serves as an advisory group to the Superintendent/President for board policies, administrative procedures, and district goals, plans, and priorities. College Council acts as a two-way communication vehicle for recommendations and proposals that come through the participatory governance system and serves as a clearinghouse for information.

College Council is responsible to:

- Represent the respective governance bodies by making recommendations to the Superintendent/President regarding proposed board policies and district procedures, plans, and priorities;
- Communicate proposed board policies, administrative procedures, and district plans and priorities to the respective governance bodies;
- Serve as a clearinghouse for institutional information;
- Receive reports from specified content committees and evaluate annual assessments;

- Conduct faculty hiring prioritization;
- Provide new program development recommendations to the Planning and Budget Committee and the Academic Senate Council;
- Review proposals for program revitalization, suspension, and/or discontinuance for approval (the administrative procedure for Program Revitalization, Suspension, and/or Discontinuance is the purview and responsibility of the Academic Senate Council in consultation with the collective bargaining agent due to its focus on instructional programs, see Administrative Procedure 4021);
- Approve new college-wide committees and revisions to existing college-wide committees;
- Establish appropriate timelines to complete tasks and make recommendations; and
- Disseminate information and decisions to constituencies in a timely manner.

Planning and Budget Committee

The role of the Planning and Budget Committee is to ensure that the district's budget supports the district's mission, institutional goals and objectives, and integrated planning. The Planning and Budget Committee coordinates planning, ensuring broad participation from the district community and monitors the implementation of the educational master plan and the facilities master plan. In addition, the Planning and Budget Committee oversees the development and review of the annual operating budget. The Planning and Budget Committee is advisory to the Superintendent/President. Recommendations requiring board action are presented to the Board of Trustees through the Superintendent/President.

The Planning and Budget Committee is responsible to:

- Develop budget income and expenditure assumptions;
- Develop expenditure options given increased funding and contingency reduction plans for addressing shortfalls;
- Develop prioritized lists of funding requests using the Resource Allocation Rubric;
- Review the proposed final budget including any modifications that were made based on funding changes;
- Consider augmentations and shortfalls that occur during the year that may impact commitments and/or unmet needs;
- Evaluate funding levels for faculty, classified, and management positions, instructional and non-instructional equipment, capital outlay projects, etc., as developed by the Superintendent/President's Cabinet, College Council, or other designated groups;
- Evaluate the district's planning and decision-making processes and prepare the Planning and Decision-Making Assessment Report per the Integrated Planning Cycle;
- Inform the various district constituent groups of the budget status; and
- Receive reporting from specified content committees and evaluate annual assessments.