

ADMINISTRATIVE PROCEDURE 2220 BOARD COMMITTEE STAFF

A. Procedure

Matters ultimately to be recommended to the full Board of Trustees by the Chancellor shall be referred to the responsible administrator named by the Chancellor prior to submission to a Board Committee. Any proposed language intended to be presented to the full Board of Trustees regular meeting "Recommended by the Chancellor" shall be approved by the Chancellor prior to submission to a Board Committee.

B. Staffing

The Chancellor may designate a Vice-Chancellor or other administrator to present the Chancellor's recommendations to a Board of Trustees Committee. The Chancellor's representative will be responsible to prepare and post the agenda and to record the committee's activity.

C. Notification

Board Committee agendas will be notified to the public in the same manner as regular Board of Trustees meetings as detailed in Administrative Procedure 2340 Agendas. The administrator responsible for the committee meeting will be identified on the agenda.

Approved by the Chancellor: September 29, 2011