

## TRITON COLLEGE BOARD POLICY

### **BOARD OF TRUSTEES, DISTRICT 504**

### **GOVERNANCE**

#### **BOARD COMMITTEES AND TASK FORCES**

**POLICY 1182**

**ADOPTED: 11/20/90**

**AMENDED: 09/20/94**

**AMENDED: 10/17/95**

**AMENDED: 06/17/08**

Any Board Trustee or the President may initiate a request for establishing a committee. Prior to the approval of a standing committee, a written description of the scope and responsibilities of the committee will be prepared by the person(s) initiating the request and submitted to the Board of Trustees to be acted upon at the next scheduled Board meeting.

1. The Chairperson of the Board of Trustees will appoint a committee chairperson and, if deemed necessary, one Board representative.
2. The committee chairperson will appoint appropriate committee members.
3. The committee chairperson may request the President of the College to make available such personnel as may be beneficial to the committee.
4. The President of the College will be a non-voting member of all Board Committees.

Task forces may be established as deemed necessary by the Board Chairperson. The task force will function until the task is completed and a final report is submitted to the Board.

Committees and task forces shall be advisory and not executive. They shall make reports and recommendations to the Board of Trustees on all matters relative to its particular assignment.

#### **APPOINTMENTS**

No more than two Board members shall be appointed to a committee or task force except where the Board operates as a Committee of the Whole.

The Board chairperson shall not serve as a committee chairperson except where the Board operates as a Committee of the Whole. Board members not serving as members but who attend meetings are considered part of the audience.

#### **QUORUM**

The presence of one-third of the appointed members of a committee or a task force shall be required to constitute a quorum. No business may be transacted by a committee or task force without the presence of a quorum or without the presence of a Trustee.