

LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS

INDEX NUMBER C-1

REFERENCE:	TOPIC: Committee Nominations
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CHANGES:	DATE OF CHANGES:

1. A major committee is one that has significant impact or responsibility and does not function as part of routine life. Such a committee might be inter-divisional or inter-college. The term "committee" as used in this context is defined as meaning "commission," "council," "consortium," or any such named unit serving the defined function.
2. The establishment and/or appointment of members to major District committees requires the approval of the Chancellor and appropriate Senior Staff member.
3. To recommend the establishment of a committee or make member nominations, complete the Chancellor's Communication Center form entitled "Committee Nominations." The form requires the following information about the committee:
 - a. Purpose/Function
 - b. Estimated life
 - c. Recommended composition, suggested members, and their biographies.
 - d. Method of selection of members and the term of their appointment.
 - e. Name of proposed chairperson or coordinator.
 - f. Anticipated costs, if any.
4. The person making the recommendation should sign the completed form and forward it to the appropriate Senior Staff member for authorization. If authorized, the form will be forwarded to the Chancellor for final approval.