Board Committees

For purposes of this policy, a Board committee is a committee composed only of current Board members.

Formation of a Board committee shall be by appointment of the Board Chair or by Board action. When establishing a Board committee, the Board Chair action shall, at a minimum, specify the:

- Number of Board members on the committee;
- Process to appoint Board members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

A Board committee shall be fact-finding, deliberative, and advisory, and shall make recommendations in the areas of their responsibility. Board committees shall report their findings and recommendations to the Board and shall not assume administrative duties or responsibilities.

Texas Open Meetings Act

All Board committees shall meet in compliance with the Texas Open Meetings Act, as applicable. [See BCB(LEGAL)]

Transacting Business

Unless specified by the Board, a Board committee shall not have final decision-making authority. Board committee recommendations must be reported to the Board at a regular or special-called Board meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

Dissolution

A Board committee shall be dissolved upon Board action.

Finance and Audit Committee

The finance and audit committee receives and reviews staff recommendations prior to making a recommendation to the Board of Trustees on matters involving budget development and amendment; ad valorem property tax analyses, truth in taxation calculations and locally authorized exemptions; changes in investment policy and authorized brokers/dealers; the annual comprehensive annual financial report; debt analyses; revenue and expense analyses, procurement recommendations and other fiscal strategies and impacts.

The finance and audit committee receives periodic updates on operational analyses and reviews the annual operational review plan.

Campus Facilities and Construction

The campus facilities and construction committee receives and reviews staff recommendations prior to making a recommendation to the Board of Trustees on matters involving master planning; major building modifications; significant construction change orders that involve changes in scope or budget increases; recommendations on construction delivery methods; Requests for Qualifications

(RFQ) to solicit architectural or construction services; contracts to engage architectural or construction firms; contracts to acquire land or to authorize capital improvement projects; acceptance of completed projects; and other facility-related matters.

Organization, Education, and Policy

The organization, education, and policy committee reviews recommendations from the District President related to organization, education, and College policies and makes recommendations to the Board for action.

Ad-Hoc Committees

The Board or Board Chair may create ad hoc committees to handle special assignments. The Board or Board Chair dissolves ad hoc committees that have completed their specified assignments.

Representation on Other Boards

Members of the Board may also be appointed to represent the College on external boards, including but not limited to, economic development boards, Tax Increment Financing (TIF) boards, tax abatement boards, and the Collin County Community College District Foundation, Inc. Board.