

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2227 Board of Trustees' Legislative Affairs Committee

PURPOSE

The Board of Trustees' Legislative Affairs Committee (The Committee) is established under the authority of the Board of Trustees and reports directly to the Board. The primary purpose of this Committee is to act in an advisory role to the Board in carrying out legislative and administrative advocacy for community college initiatives on a local, state and national level.

GOALS AND OBJECTIVES

The Committee will advise the Board of Trustees concerning legislative matters and provides an open avenue of communication consistent with the Brown Act between the Board of Trustees, its Legislative Affairs Consultant, and the District's Executive Management team concerning all legislative matters. The Committee has the following goals and objectives:

- Increased awareness and transparency concerning District legislative advocacy matters;
- Establishment of a system of regular reporting by the colleges, District office, and Board Legislative Affairs Consultant to the Committee and the full Board of Trustees on legislative matters;
- Track and report to the Board of Trustees on legislation related to community colleges;
- Recommend formal positions to the Board on legislation that will lead to Board advocacy;
- Encourage and evaluate input on pending legislative matters from all District constituencies, such as Academic Senates, Student Governments, and Classified Councils;
- Ensure that the Board collaborates with other community college and K-12 leaders regarding legislative issues of common concern;
- Advise the Board on legislative issues that could impact the Coast Community College District.

COMPOSITION OF THE LEGISLATIVE COMMITTEE

The Committee shall consist of two Members, a Chair and Vice-Chair, who serve alternating terms of service, each with equal voting rights. Initially, one Member of the Committee will serve starting November 2010 with the term ending in November 2012. The term for the second Member of the Committee shall begin in November 2010 and end in December 2013. Thereafter, each Member of the Committee shall serve a two-year term of service on an alternating basis. The President of the Board of Trustees shall serve as one Member of the Committee. Members of the Legislative Committee shall possess or obtain a basic understanding of the legislative process on local, state and national levels, and shall have a

requisite interest in the legislative issues facing the District and the community college system.

The Board Legislative Affairs Consultant will consult with and advise the Committee on a regular basis and shall provide, through the Secretary of the Board, quarterly reports to the Committee.

RESPONSIBILITIES

The Committee is responsible for the oversight of the Board's legislative advocacy efforts and will report to the Board of Trustees on a regular basis. The Committee has the following responsibilities:

- Reviews legislative and administrative issues of concern and interest to community colleges and the District with the Board's Legislative Affairs Consultant;
- Collaborates with the Board Legislative Affairs Consultant, Chancellor and Vice Chancellor of Educational Services and Technology to develop strategies for legislative advocacy;
- Coordinates with the District's Public Information Officer to schedule and execute discussions with the Orange County Legislative Task Force;
- Reviews legislative opportunities for community colleges from state and national entities, such as the Community College League of California and Association of Community College Trustees;
- Recommends actions to be taken on legislation concerning community colleges to the full Board of Trustees;
- Coordinates with the Board of Trustees' Career Technical Education Committee to evaluate and promote legislation and grant funding opportunities concerning workforce development and training;
- Prioritizes key legislation to review and recommend to the Board of Trustees, managing matrices of local, state and federal legislation for review;
- In tandem with the Board's Legislative Affairs Consultant, tracks and monitors the status of legislation of interest to the Board of Trustees and community colleges;
- Meets with local, state and federal legislators and/or their staff members to promote legislation supported by the Board.

ETHICAL CONDUCT

Members of the Committee are expected to conduct business in the most ethical way possible and to adhere to the Code of Ethics adopted by the Board of Trustees on September 5, 2007.

MEETINGS

The Committee shall meet as needed.

REPORTING

The Committee will report to the Board of Trustees as appropriate.