



# BOARD OF DIRECTORS COMMITTEE APPOINTMENT PROCESS

Approved by the Board of Directors September 14, 2019

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Each July, the Executive Director will review and update the SSCCC internal and external committee spreadsheet. Each August, working with the Executive Director, the SSCCC Vice President of Region Affairs will send an email blast and an application to RADs and Board of Directors seeking volunteers to serve on external committees. A notice will also be posted on the SSCCC website. The SSCCC Executive Director will acknowledge receipt of the application along with information about next steps in the appointment process and timeline.

Any student interested in serving as an SSCCC representative on an external committee must submit an application in order to be considered.

## **Internal Committees**

During orientation each July, the SSCCC board will discuss the internal and external committee requirements. SSCCC board members are required to serve on at least two internal committees. Board members should consider their other responsibilities and school requirements as they think about which committees to serve on.

## **External Committees**

Each August, the SSCCC Executive Committee will select individuals from the SSCCC Board of Directors and applications using the criteria below.

### Criteria for appointment:

- Any currently enrolled California Community College student meeting and maintaining compliance with the requirements of California Education Code §76061;
- Diversity\* (i.e., ethnicity, age, regional); and
- Location (e.g., regional representation).

\*The diversity criterion is included because the SSCCC is dedicated to providing all students an opportunity to serve on external committees. However, diversity is not the only criteria that will be used in determining who will be appointed to each committee. The SSCCC will work to ensure that the work of the SSCCC is balanced.

All committee appointments are subject to approval by the SSCCC President. However, a list of all appointments will be regularly included as information on the SSCCC board agenda. The Executive Director will notify individuals of their appointment once they are approved by the president to serve on an external committee.

Individuals selected to serve on an external committee are required to submit a report of the meeting no later than 30 days after the meeting.

Terms: Individuals may only serve one year on an external committee unless reappointed by the SSCCC Executive Committee for one more term. No individual can serve for more than two terms on an external committee.

Forms: > [Application Link](#) > [Report Link](#)

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