Educational Advisory Council Recommendation

Subject: revision of A108: Advisory Committees

Relevant EAC Standing committee:
☐ Academic Policies & Standards Committee (APS)  ☐ Curriculum Committee (CC)
☐ Degrees and Certificates Committee (DAC)  ☐ Membership Committee (MC)
☐ Student Development Committee (SDC)

Brief summary of recommendation:
We are recommending a revision of A108: Advisory Committees. We've made some significant changes to the language used in the policy but we haven't made substantive changes the policy. One change of note is the policy's name: it's currently titled "Establishment of External Advisory Committees" but the policy covers more than just the establishment of such committees, and the word "external" isn't used in most references to such committees, so we've proposed changing the name to "Advisory Committees."

Signatures below represent the support and/or approval of this recommendation; the signature of a committee chair represents the support of the respective committee.

Chair of relevant EAC standing committee  Date

Educational Advisory Council Chair  Date

Vice President for Academic and Student Affairs  Date

Portland Community College President  Date
Academic Policies and Standards

Policy/Standard Name: Advisory Committees
Policy/Standard Identifier: A108
Authority:
Units responsible for review and update: Academic Policies and Standards Committee
Approval: College President
Responsibility: Vice President for Academic and Student Affairs
Date of Final Approval: June 2015
Effective Date: Summer Term 2015
Prior Versions: yes

Advisory Committees

Advisory Committees guide the development of and provide ongoing assistance to career technical education (CTE) programs.* The Advisory Committee and the faculty and staff of the corresponding CTE program are to work together to ensure that the program addresses current business, industry, labor and/or professional employment needs.

Advisory Committees for non-CTE programs may be developed with the approval of the Vice President for Academic and Student Affairs.

When the establishment of a new CTE program is under formal consideration, an ad hoc Advisory Committee shall be formed to guide the development of the program. When full state approval for the program is granted, a permanent Advisory Committee shall be established using the Advisory Committee Guidelines, which gives guidance about the membership and duties of Advisory Committees.

Advisory Committee membership and meeting minutes shall be recorded with the office of the Dean of Academic Affairs [academicaffairs@pcc.edu].

*Includes occupational preparatory and occupational supplementary courses and/or programs.