

POLICY AND PROCEDURE COUNCIL (PPC) (NEW) (A SUB-COMMITTEE OF THE PLANNING AND FISCAL COUNCIL)	
Charge	The Policy and Procedure Council (PPC) is a subcommittee of the Planning and Fiscal Council (PFC). The committee is charged with updating, creating, developing, and systematically reviewing Administrative Procedures (AP) and Board Policies (BP). The workgroup will ensure a continuous evaluation of the APs and BPs, will create taskforces and invite subject matter experts, including students, when appropriate for input in the process. The committee forwards recommendations for changes to APs/BPs to the PFC.
Meeting Schedule	First and third Thursday of the month (and as needed) 2:30 PM
Co-Chairs	Vice President, Academic Affairs President, Academic Senate or designee
Composition	<ul style="list-style-type: none"> • Management Representatives (3) <ul style="list-style-type: none"> ○ Vice President, Academic Affairs or designee (Co-chair) ○ Vice President, Finance and Business ○ Vice President, Student Services • Faculty Representatives (3) <ul style="list-style-type: none"> ○ Academic Senate President or designee (Co-chair) ○ RHCFA President or designee ○ Faculty Representative (1) • Classified Representatives (3) (Appointed by CSEA) • Associated Students of Rio Hondo College (ASRHC) Representative (1) (Appointed by ASRHC) • Executive Assistant to the President/Board of Trustees (As a non-voting member/resource)
Adopted	8/13/2019
Revised	8/2020
Notes	AP 3250 revised 12/2019
Support Staff	Executive Director, Human Resources Senior Administrative Assistant, Academic Affairs

→ COVID-19 Information and Vaccine Requirements
(<https://www.riohondo.edu/student-health-services/coronavirus/>)

Policy And Procedure Council

The Policy and Procedure Council (PPC) is a subcommittee of the Planning and Fiscal Council (PFC). The committee is charged with updating, creating, developing, and systematically reviewing Board Policies (BPs) and Administrative Procedures (APs). The workgroup will ensure a continuous evaluation of the BPs and APs and will create taskforces and invite subject matter experts (including students) when appropriate for input in the process. The committee forwards recommendations for changes to BPs/APs to the PFC.

Agendas, Minutes, & Supporting Documents

(<https://go.boarddocs.com/ca/riohondo/Board.nsf/Public>)

PPC Bylaws (<https://www.riohondo.edu/academics/wp-content/uploads/sites/20/2021/01/PPC-Bylaws-Approved-by-PFC-2.11.20-rev.-1.4.21.pdf>)

Committee Membership

Vice President, Academic Affairs (<i>co-chair</i>)	Don Miller
Academic Senate Designee (<i>co-chair</i>)	Kevin Smith
Vice President, Finance and Business	Stephen Kibui
Vice President, Student Services	Eric Dixon-Peters
Faculty Association President (or designee)	Rudy Rios
Faculty Representative	Dorali Pichardo-Diaz
Classified Staff Representative	Sandra Hernandez
Classified Staff Representative	Lisa Sandoval
Classified Staff Representative	Sally Willsey
Student Representative	Dylan Rodriguez
Student Representative	Vanessa Garcia
Student Representative	TBD

Non-Voting Members/Support Staff

Acting Vice President, Human Resources	Lisa Norman
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Executive Asst. to Supt/Pres. & Board of Trustees	Reneé Gallegos
Human Resources Coordinator	Cynthia Nuñez
Senior Admin. Asst. to VPAA	Markelle Stansell
Senior Admin. Asst. to VPSS	Rachel Garcia

2021-2022 Meeting Dates

DATE	TIME	LINK
Thursday, September 2, 2021	2:30pm-4:00pm	Meeting Link
Thursday, September 16, 2021	2:30pm-4:00pm	Meeting Link
Thursday, October 7, 2021	2:30pm-4:00pm	Meeting Link
Thursday, October 21, 2021	2:30pm-4:00pm	Meeting Link
Thursday, November 4, 2021	2:30pm-4:00pm	Meeting Link
Thursday, November 18, 2021	2:30pm-4:00pm	Meeting Link
Thursday, December 2, 2021	2:30pm-4:00pm	Meeting Link
Thursday, February 17, 2022	2:30pm-4:00pm	Meeting Link
Thursday, March 3, 2022	2:30pm-4:00pm	Meeting Link
Thursday, March 17, 2022	2:30pm-4:00pm	Meeting Link
Thursday, April 7, 2022	2:30pm-4:00pm	Meeting Link
Thursday, April 21, 2022	2:30pm-4:00pm	Meeting Link
Thursday, May 5, 2022	2:30pm-4:00pm	Meeting Link
Thursday, May 19, 2022	2:30pm-4:00pm	Meeting Link