

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