

Clackamas Community College

Code: **DBEA**
Adopted: 8/08/07
Readopted: 10/12/11
Orig. Code(s): 718

Budget Committee

Responsibility

The budget committee meets to receive the budget message from the budget officer (the President) and to review, revise and approve the proposed budget document within the provision of applicable state law.

Organization

The budget committee consists of the seven members of the Board and an equal number of citizens appointed by the Board. Citizen members of the budget committee serve for staggered three-year terms.

To be eligible for appointment, the appointive member must:

1. Live in the appropriate zone in the College district;
2. Not be an officer, agent or employee of the College;
3. No budget committee member may receive any type of compensation from the College.

At a regular meeting, the Board will identify vacant budget committee positions that must be filled by appointment of the Board. A position is defined as vacant when the term expires, or the current member resigns or otherwise vacates the position. The Board will announce the vacancies and receive applications from interested persons.

Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee.

At a regular meeting, the Board will review the names of persons filing applications and will appoint persons to fill the vacant positions.

If any appointive member is unable to complete the term for which he or she was appointed, the Board will announce the vacancy at the first regular Board meeting following the resignation or removal of the committee member. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting or during the regular selection process if no budget meetings are scheduled prior.

All meetings of the budget committee are open to the public. The budget committee may request of the ~~President~~ **budget officer** any information used in the preparation of or for use in revising the budget document. The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the ~~President~~ **budget officer** or as subsequently revised by the committee.

END OF POLICY

Legal Reference(s):

[ORS 174.130](#)

[ORS 192.610 - 192.710](#)

[ORS 294.305 - 294.565](#)

[ORS 341.357](#)