

# SELECTION OF COMMUNITY REPRESENTATIVES TO COLLEGE COMMITTEES

## DEFINITION

A person may serve as a community representative who, 1, is an adult, 2, lives within the Cerritos Community College District, 3, is not a current District employee, official or student, 4, is not a member of the immediate household of a Cerritos College employee or official, and, 5, possess knowledge relevant to the committee's mission. Community representatives shall not be included in the membership of committees whose missions concern professional, academic, or fiscal matters. The Coordinating Committee shall determine whether membership of such committees shall include a community representative.

The following cities are within the District: Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, La Mirada, Norwalk, as well as portions of Bell Gardens, Lakewood, Long Beach, Santa Fe Springs, and South Gate.

## TERM OF APPOINTMENT

The term of appointment of a Community Representative is one year. Any Community Representative may be reappointed up to five times by the Coordinating Committee.

## APPLICATION PROCESS

Persons interested in serving as a Community Representative must submit all of the following:

- an application form;
- a 1-page résumé; and
- two supporting reference forms completed by persons other than relatives

These documents must be submitted to the Office of the President/Superintendent between July 1 and August 31 of the academic year in which the applicant wishes to serve.

Application materials shall be presented to the members of the Coordinating Committee at its first regular meeting in September. In consultation with the relevant committee, the Coordinating Committee shall select a community representative from the applicants at its second regular meeting in September. If the Committee is unable to reach consensus on an appointment, it may decline to appoint a Community Representative. Applications received after the deadline stated above will be considered by the Coordinating Committee at its next regularly scheduled meeting.

Successful candidates will be required to undergo Live Scan fingerprint screening before committee appointment is finalized.