

## ADMINISTRATIVE PROCEDURES

<b>Title: ADVISORY COMMITTEES FOR TECHNICAL PROGRAMS</b>	<b>Identification:</b> 4.11
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	<b>Effective Date:</b> March 17, 2015
<b>Authority:</b> SBE 6A-14.0262 FS 1001.64; 1001.65 HCC Rule 6HX-10-3.016	<b>Signature/Approval:</b> Dr. Ken Atwater

### PURPOSE

This procedure provides guidelines for advisory committees serving technical programs offered by Hillsborough Community College. An advisory committee will operate on a consultant- advisory basis to a particular technical program. The committee will submit recommendations regarding the curriculum, recruitment, placement and assessment of the technical needs for these programs.

### PROCEDURE

1. In order to accomplish the mission of Hillsborough Community College as well as to adhere to accrediting requirements and state law, advisory committees will be established to serve as a liaison between the College workforce programs and related occupational fields in the community.
  
2. The charge to the advisory committees as well as the structure and composition of the advisory committees are detailed in the *Advisory Committees Handbook*, which is reviewed and updated on an annual basis.
  
3. The Office of Academic Affairs will ensure the provision of adequate resources and staff support to allow the advisory committees to function effectively.

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### History:

Adopted: 5/19/87; Revised: 8/10/89, 3/4/92, 5/11/95, 6/15/98, 4/29/02; Formerly: 3.108