OXNARD COLLEGE FOUNDATION

Foundation Board Committees

Executive Committee
The Executive Committee shall be a Board Committee and shall have and may exercise all powers and authority of the Board of Directors when the Board is not in session, subject only to such restrictions or limitations as the Board of Directors may from time to time specify; provided, however, the Executive Committee shall not have authority to alter, amend, or repeal the Articles of Incorporation or Bylaws, or to appoint or remove Directors. Written reports of the actions of the Executive Committee shall be submitted to the Board of Directors at the Board's next meeting following the actions of the Executive Committee. The voting members of the Executive Committee shall be the Foundation President, President-Elect, Vice President of Development and Public Relations, Vice President of Finance/Treasurer, Vice President of Operations, Immediate Past President, Secretary, and the Oxnard College President.

Nominating/Membership Committee
The Nominating /Membership Committee shall be a Board Committee established every two (2) years and shall consist of four (4) Directors. The four (4) members of the Nominating/Membership Committee shall be appointed as follows: the President of the Foundation shall appoint one (1) member; the Executive Committee shall elect one (1) member; the Board of Directors shall elect one (1) member; and the Oxnard College President shall be the fourth member. The Nominating/Membership Committee shall be formed in April or May of the relevant year and it shall be responsible for developing and recommending a slate of individuals to be nominated to serve as Foundation officers and directors. The slate of officers and directors shall be sent at least two (2) weeks in advance to all members of the Board of Directors in preparation for election of officers at the June meeting.

Finance/Budget Committee
The Finance/Budget Committee shall be an Advisory Committee and shall develop, review, and update budgets for the Foundation and its projects; review financial statements and reports in order to advise and counsel the Board of Directors and the Executive Committee; recommend investment strategies for endowment, scholarship, and Foundation funds; and review and recommend to the full Board all internal and external proposals for funding using the Appropriation Policy and Application. \

Scholarship Committee
This committee shall be an Advisory Committee and is responsible for reviewing the (i) overseeing management of the scholarship program, including assessing needs and recommending policies; (ii) reviewing the scholarship applications; (iii) recommending scholarship recipients in accordance with applicable criteria; and (iv) all other duties assigned by the Board. It shall consist of at three (3) Directors, one (1) volunteer from the community and one (1) non-student representative from Oxnard College selected through an application process and approved by the Scholarship Committee Director, and one (1) member of the Financial Aid office. The Chair of the committee shall be a Director.

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Development Committee
The Development Committee shall be an Advisory Committee, established to plan and develop all fundraising activities of the Foundation. Members of the Development Committee will be selected by the Board or the Development Chair on an "as needed" basis and may include Directors as well as community volunteers. This committee may form various subcommittees to accomplish its mission.

Community Market Oversight Committee
This committee shall be an Advisory Committee and is responsible for reviewing the operations of the Community Market and recommending improvements thereto. It shall consist of at least three (3) members of the Board of Directors, one of whom shall serve as Chair, and one (1) non-voting representative from Oxnard College.

General Advisory Committee
This committee shall be an Advisory Committee and shall provide the Board with advice, recommendations, and insights from the larger Ventura County Community College District. This committee shall consist of not more than ten (10) members, which shall be open to the faculty, staff, and students of Oxnard College, as well as to community members of the District. Each member of this committee shall be elected by the Board and shall serve a two (2)-year term. Committee members may be re-elected for consecutive terms without restriction and may be removed by the Board with or without cause.

Nonprofit Integrity Act/Audit Committee
In any fiscal year in which the Foundation receives or accrues gross revenues of two million dollars ($2,000,000) or more (excluding grants from, and contracts for services with, governmental entities for which the governmental entity requires an accounting of the funds received), the Board shall (i) prepare annual financial statements using generally accepted accounting principles that are audited by an independent certified public accountant ("CPA") in conformity with generally accepted auditing standards; (ii) make the audit available to the Attorney General of the State of California and to the public on the same basis that the Internal Revenue Service Form 990 is required to be made available; and (iii) appoint an "Audit Committee."