

BOARD MEMBERS
VACANCIES AND REMOVAL FROM OFFICE

BBC
(LOCAL)

Filling a Vacancy

When a vacancy occurs on the Board, the Board shall fill the position by appointment, in accordance with law and the appointment procedures below, or by special election, in accordance with law.

The vacancy shall be filled within 180 days, but, if determined necessary by the Board, the Board may extend the deadline to fill the vacancy. At no time may the Board fill the vacancy later than the uniform election date of the next regular Board election.

*Exception for
Involuntary
Removal from
Office*

If a Board member is removed from office in accordance with law, the Board shall appoint a candidate to fill the vacancy at the first regularly scheduled Board meeting following the removal. The Board may adjust the deadlines described by this policy as necessary to satisfy this timeline.

*Appointment
Procedures*

To fill a vacancy by appointment, the Board shall accept applications from prospective candidates. The Board shall establish the requirements and deadline for submitting an application.

*Call for
Applications*

The Board shall, for at least 14 days, post a call for applications on the College District's website. Additionally, the Board shall publicize the call for applications in any other manner the Board determines best suited to reach the highest number of eligible candidates.

The call for applications must include the applicant eligibility requirements and the requirements and deadline for submission of an application.

*Review of
Applications*

At a regularly scheduled Board meeting following the application deadline or at a special meeting called for that purpose, the Board shall review the applications and may interview select applicants.

Alternatively, the Board may form a Board committee to assess the applicants and recommend an applicant or applicants for consideration by the Board. [See BCB]

Selection

An applicant must receive the affirmative vote of a majority of Board members to be appointed to the Board.

*Duration of
Appointment*

An appointed Board member shall serve until the next regular election of members to the Board.

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Faculty
Senate Assembly

Membership

The faculty ~~senate~~assembly is the assembly of representatives of the full-time faculty at the College District. The faculty ~~senate-~~assembly shall serve only in an advisory capacity.

Each academic ~~unit~~division of the College District shall be represented by ~~three~~two members. ~~One member shall be appointed by the College President, and the remaining members shall be nominated annually by their divisions and~~ elected by a vote of the full-time faculty. ~~of the member's respective academic unit. In addition, five members shall be appointed by the College President~~ in accordance with procedures established by the College President or designee.

Term Limits

Appointed
Faculty
Members

A member of the faculty ~~senate~~assembly appointed by the College President may serve up to six consecutive one-year terms and then may only be reappointed after the second anniversary of the last day of the member's most recent term.

Elected Faculty
Members

An elected member of the faculty ~~senate~~assembly shall serve a two-year term, staggered in a manner that allows approximately one-half of the elected members to be elected each year, and may only be reelected after the second anniversary of the last day of the member's most recent term.

Removal

A member of the faculty ~~senate~~assembly may be immediately removed from the faculty ~~senate~~assembly for:

1. Violating applicable law, College District policy or regulations, or the faculty ~~senate~~assembly governing documents;
2. Failing to attend meetings; or
3. Engaging in other similar misconduct.

A member may be removed on recommendation of the provost and executive vice president, academic and student affairs and approval by the College President.

Officers

The College President shall appoint a presiding officer from the members of the faculty ~~senate~~assembly to preside over faculty ~~senate~~assembly meetings and represent the faculty ~~senate~~assembly in communications with the College District administration. The College President shall also appoint an associate presiding officer and secretary from the membership.

Compensation

A faculty member shall not be compensated for service on the faculty ~~senate~~assembly.

Expense
Reimbursement

A member of the faculty ~~senate~~assembly may be reimbursed for reasonable expenses made on behalf of the College District and

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	approved by the College President or designee in accordance with administrative regulations.
Governing Documents	The faculty ~~senate~~ <u>assembly</u> shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.
Faculty ~~Senate~~ <u>Assembly</u> Meetings Notice	The College President shall develop regulations addressing faculty ~~senate~~<u>assembly</u> meeting procedures, in accordance with law. ~~No more than~~<u>At least</u> seven days before a meeting, the faculty ~~senate~~<u>assembly</u> shall post on the College District's website: 1. An agenda for the meeting indicating the items that will be discussed or subject to a vote; and 2. Any curriculum proposals that will be discussed or voted on at the meeting.
Open Meetings	Meetings at which a quorum is present shall be open to the public.
Meeting Broadcast	The faculty ~~senate~~ <u>assembly</u> shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty ~~senate~~ <u>assembly</u> members are in attendance.
Recording Attendance	The faculty ~~senate~~ <u>assembly</u> shall record the names of members in attendance at a meeting in which the faculty ~~senate~~ <u>assembly</u> conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.
Communications	The faculty ~~senate~~ <u>assembly</u> shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty ~~senate's~~ <u>assembly's</u> advisory duties.
Harmony with Law	Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.

The College President is responsible for the security of the College District's information resources. The College President or designee shall develop procedures for ensuring the College District's compliance with applicable law.

Information Security Officer

The College President or designee shall designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The College President or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.

Information Security Program

The College President or designee shall annually review and approve an information security program designed in accordance with law by the ISO to address the security of the information and information resources owned, leased, or under the custodianship of the College District against unauthorized or accidental modification, destruction, or disclosure. The program shall include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.

The information security program must be submitted biennially for review by an individual designated by the College President and who is independent of the program to determine if the program complies with the mandatory security controls defined by DIR and any controls developed by the College District in accordance with law.

College District Website and Mobile Application Security

The College President or designee shall adopt procedures addressing the privacy and security of the College District's website and mobile applications and submit the procedures to DIR for review.

The procedures must require the developer of a website or application for the College District that processes confidential information to submit information regarding the preservation of the confidentiality of the information. The College District must subject the website or application to a vulnerability and penetration test before deployment.

Covered Social Media Applications

The College President or designee shall adopt procedures prohibiting the installation or use of a covered application, as defined by law, on a device owned or leased by the College District and requiring the removal of any covered applications from the device.

Exception

The procedures shall permit the installation and use of a covered application for purposes of law enforcement and the development and implementation of information security measures. The procedures must address risk mitigation measures during the permitted

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	use of the covered application and the documentation of those measures.
Reports	
Effectiveness of Policies, Procedures, and Practices	The ISO shall report annually to the College President on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.
Biennial Information Security Plan	The College District shall submit a biennial information security plan to DIR in accordance with law.
~~Information Security Assessment~~	~~In accordance with law, at least every two years, the College District shall submit the results of its information security assessment to DIR and, if requested, the office of the governor, lieutenant governor, and speaker of the house of representatives.~~
Security Incidents	The College District shall assess the significance of a security incident and report it to DIR and law enforcement in accordance with law and, if applicable, DIR requirements.
<i>By the College District</i>	
Generally	
Security Breach and Cybersecurity Incident Notification	Upon discovering or receiving notification of a breach of system security or a cybersecurity incident, as defined by law, the College District shall disclose the breach or incident to affected persons or entities in accordance with the time frames established by law. The College District shall give notice by using one or more of the following methods: 1. Written notice. 2. Electronic mail, if the College District has electronic mail addresses for the affected persons. 3. Conspicuous posting on the College District's website. 4. Publication through broadcast media.
<i>By Vendors and Third Parties</i>	The College District shall include in any vendor or third-party contract the requirement that the vendor or third party report information security incidents to the College District in accordance with law and administrative procedures.