

## **Title: Internal Governance Procedure**

Initial Action:	11/7/2018
<input type="checkbox"/> Board Resolution:	
<input type="checkbox"/> Last Revised	
o Policy:	
o Procedure:	8/16/2023
<input type="checkbox"/> Last Reviewed:	8/16/2023
<input type="checkbox"/> Effective:	8/16/2023
<input type="checkbox"/> Next Review:	8/16/2026
<input type="checkbox"/> Responsibility	President's Office

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## **Governance Procedure**

Cecil College defines governance as the process of setting academic standards, and using communication, collaboration, and mutual accountability between administration, faculty, staff, and students. Through this process, the College can define and benchmark its core work developing the strategic goals and objectives, and formulating academic and administrative policies and procedures to ensure alignment with the College's mission. College employees have a responsibility for continuous improvement and responsiveness to the community and stakeholders the College serves.

The College's strength comes from the collective talents, experience, and knowledge of the entire College community. Whenever possible, the College strives to convene College teams and committees to help further our mission. These groups advise and oversee matters of the areas they represent., and can suggest and/or recommend College-wide policies, procedures, and standards; review and recommend priorities and capital requests; serve as a critical link for campus communication; and support or facilitate a positive employee work environment. The work of these groups assists the College in its goals of offering instructional excellence, innovative programs, and responsive services to our students and broader community.

While the College's Board of Trustees has the ultimate decision-making authority for the College, it values the input of the College administration, faculty, staff, and students. The Board of Trustees also supports collaborative, internal governance, which includes the opportunity to encourage employee investment in the day-to-day and the long-term decision-making of the College.

Each College employee is a member of a division within the College, which includes Academic Programs, Student Services, Human Resources, Information Technology, Finance, and Government and Community Relations. Each division has the responsibility of defining its core work, setting performance measures, establishing benchmarks, and designing plans to achieve these benchmarks and review performance. The Vice President of each division has the responsibility to engage the members of the division in this process. The input from the work groups moves through established reporting channels.

Each College employee is also a member of constituency groups. These groups consist of: The President's staff, Deans, The Faculty Senate, Administrative Professional Staff, and Classified Staff. In addition to the employee groups, the college has a representative student group, the Student Leadership Council. Input from constituency groups can be forwarded to the division Vice President or liaison to President's Staff or through constituency group leadership.

College employees and students, through their roles on campus or their constituency representatives, also have opportunities to participate in strategic planning. The College engages in environmental scanning to assist in determining the College's strategic direction and to help the College determine priorities of the expenditure of human and financial resources. The College also gathers input from multiple external stakeholders.