



NPRC-1005 Shared Governance

1. PURPOSE

This policy establishes the expectations for a collegial and responsive institutional government at Northern Pennsylvania Regional College (“NPRC” or the “College”).

2. SCOPE AND APPLICABILITY

This policy is applicable to all employees of the College.

3. REFERENCES

- 3.1 INDX-1310-01: Master Policy Index
- 3.2 CLDR-1310: Policy Review Schedule
- 3.3 INDX-1310-02: Document Naming Key
- 3.4 CLDR-1005: Calendar 1005
- 3.5 GOVN-1005: Shared Governance

4. DEFINITIONS

- 4.1 Shared governance is a model with processes and structures wherein governing boards, faculty, professional staff, and administration collaboratively make governance decisions that affect the institution. Shared governance is built on principles of active involvement and shared responsibility by each group, working collaboratively to oversee the operations and policies of the institution. The concept of sharing the responsibility for governance means that everyone involved has a role, but it does not mean that everyone or every party gets to participate at every stage of decision-making.
- 4.2 A council is an advisory body that makes recommendations to the President’s Council.
- 4.3 A committee is a body that makes recommendations to a council and whose sphere of responsibility falls within that of the council to which it makes its recommendations. A committee is either a “standing committee”, which is expected to meet an ongoing need of the College, or an “ad hoc committee”, which is expected to meet its function (s) within a limited time after which it will be disbanded. Every committee shall be assigned to an appropriate council to ensure that recommendations are reviewed.

4.4 A Team is a group of people who perform interdependent tasks to work toward accomplishing a common mission or specific objective.

5. POLICY

5.1 Certain areas of authority are provided for in legislation, regulation, or board by-laws, and fall outside this policy scope.

5.1.1 Authority for governance at the College is vested with the Board of Trustees and delegated to the President.

5.1.2 Specific areas of authority are delegated to the Divisional Vice Presidents at the discretion of the President.

5.1.3 Additional areas of responsibility are specified in College policies as necessary for the execution and administration of said policies.

5.2 A commitment to shared governance is grounded in respect, collegiality, communication, and cooperation across all stakeholder groups.

5.3 Councils and committees shall operate in accordance with GOVN-1005: Shared Governance.

5.4 Official decisions shall be documented at the appropriate council and then reviewed by the President's Council. As guided by policy, decisions requiring Board approval will be passed from the President's Council to the Board of Trustees.

6. RESPONSIBILITIES AND TIMELINES

6.1 Councils and committees should meet according to the schedules and guidelines outlined in CLDR-1005.

6.2 The President of the College is responsible for the administration of this policy.

7. REVIEW STATEMENT

Review of this policy will occur in alignment with CLDR-1310: Policy Review Schedule.

8. SIGNATURES

Signature on file

_____ Chairperson, Board of Trustees <i>Signature on file</i>	_____ Date
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_____ President	_____ Date
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Revision Notes: Policy in Revision