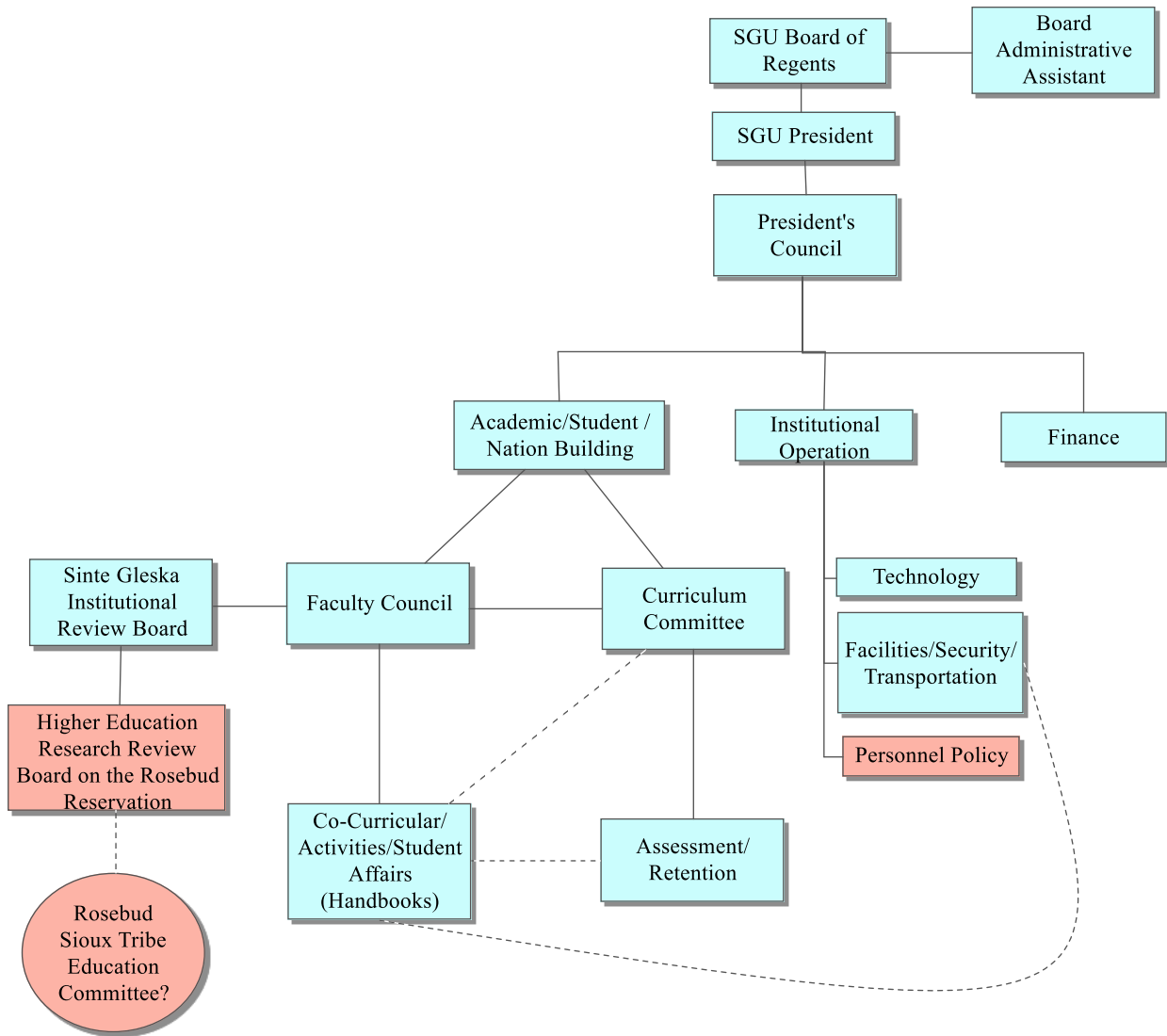


SGU Shared Governance



The SGU “shared governance” process is designed to provide efficient adaptation of the SGU Policy and Procedure manual to the ongoing evolution of the University. The diagram above is a pictorial view of the general process. The committee structure is designed to allow faculty and staff input into the policy development process while maintaining administrative oversight of the workings of SGU by the Senior Administration and the Board.

The current process for policy revision has been primarily in the President’s Council, with some input from the Faculty Council. The President and the Board have also had a role in policy development and approval. In the diagram above, the blue items are currently in place and are structures that can and have impacted policy over the past years. Those in red are committees that are proposed.

As SGU moves into a greater shared governance process, there is a need to address both voice and institutional stability. Committees will meet monthly during Friday all-staff meetings. All Faculty and staff will participate in committees along with student council representation. The University will close office activities during monthly committee meetings to assure participation. The Committees will be tasked with reviewing policies on an annual basis to assure they are current and to consider new policies as necessary. Any SGU student, faculty or staff member may submit a policy change recommendation through the Vice President(s) who will assign policy development to the appropriate committee.

Policy Development and Approval Process

Functions

Sinte Gleska Board of Regents: The Sinte Gleska University Board of Regents is responsible for reviewing and approving all policies developed through the committee structure. The BOR administrative assistant will be responsible for updating all policies on an ongoing basis and be responsible the authority for publishing the official SGU Policy and Procedure Manual, Faculty Handbook and Student Handbook.

President: The SGU President plays two roles in the policy development and approval process. He/She will generate policies by assigning new policy ideas to the appropriate committee in the structure. He/She will also approve all policies for submission to the Sinte Gleska Board of Regents.

President's Council: This committee meets twice per month and is responsible for advising the President on all policies generated through the committee structure. The Council is comprised of the Vice Presidents and Chief Financial Officer.

Permanent Committee Functions

Sinte Gleska has three permanent committees that oversee the shared governance process. They are the Academic/Student/Nation Building committee, Institutional Operations Committee and the Finance committees. These committees will have permanent sub-committees that participate in policy development and in some cases play a dual role in administrative activities. Faculty and staff may generally self-select membership on committees, though the Vice Presidents retain the right to require participating of key personnel into the committee structure.

Academic/Student/Nation Building: This committee will meet during August of each year and then quarterly for the rest of the year. The purpose of this committee is to generate policies related to academic activities, student services and community supported programs. As the sub-committees will be very active in administrative actions (i.e. program/course development and approval) the Vice Presidents and chairs of the Faculty Council and Curriculum Committees will meet monthly to approve administrative actions generated from these committees. The Vice President of Academic Affairs and Vice President for Nation Building will be ad-hoc participants in this committee.

Curriculum: Faculty will be asked/assigned to serve on this committee. Other SGU employees and student representatives may join this committee. It will oversee new program/course development, approve all changes to syllabi and status sheets, and make recommendations for new programs in consultation with the VP for National Building and VP for Instruction

Assessment/Retention: This committee will be a standing sub-committee of the Curriculum Committee and will meet monthly and make quarterly reports to the Curriculum Committee. It will be represented by the Registrar's office, Jenzabar office and faculty and staff. The activities will include gathering data related to student performance and retention and to make recommendations to the Curriculum Committee and Co-Curricular Committee regarding student interventions. This committee will play a significant role in development of annual reporting for SGU.

Faculty Council: Faculty council is ... (Cheryl Medearis needs to help with this description)

Co-Curricular/Activities: This committee will oversee all student activities, coordinate and manage SGU activities (e.g Graduation, Founders Day, etc) and gather data regarding student participation. This committee's function is to promote, support and enhance morale and communication among SGU students, faculty and staff.

Rosebud Research Review Committee: This is a specific committee that is evolving as an SGU Institutional Review Board (IRB). Institutions involved in research have an ethical responsibility to appropriately oversee research and from time-to-time policies may emanate from this committee to keep SGU in compliance with evolving IRB responsibilities. This committee will be comprised of five people directly assigned by the VP for Instruction. It may meet irregularly but will provide an annual report to the VP for Instruction.

Institutional Operations: This committee will create policies related to the internal operations at SGU that include cyber security, building use, campus security, physical plant planning, and personnel policies. The Vice President for Institutional Operations and the Human Resource Director will be ad-hoc members of this committee. There will be three permanent sub-committees:

Technology: This committee oversees cyber-security policies, computer use policies and other policies related the SGU Network infrastructure. This committee will be responsible for creation and updating an SGU technology plan that will be included in the overall institutions strategic planning process.

Facilities/Security: This committee oversees policies related to facilities use and campus safety. This will include issues related to Pandemic response.

Personnel: This committee will generate personnel policies and be active in gathering ideas from across the committee system related to adaptations of the personnel policies.

Finance Committee: This committee will be responsible for annual review of SGU audits and make Finance Policy adjustments related to fiscal activities at SGU. This will include changes related to Financial Aid. The CFO will be an ad-hoc member of this committee.

Documentation: The greatest challenge of policy development at any University is the distribution of information to the entire University community. As such, the documentation plan will include:

The SGU web site will have a governance section that will include:

All Committee Minutes: Committee Chairs will be responsible for providing monthly minutes to the web site manager.

Official SGU Policy Handbooks (Student Handbook, SGU Personnel Policies and Procedures Handbook, Faculty Handbook, etc)

The Board of Regent's Administrative Assistant will be responsible for updating the policy manuals at SGU. She/He will work directly with the SGU Web Site Director to assure policies and manuals are current and published.

Example TCU Committee Structures:

<https://sittingbull.edu/strategic-plan-committee-reports/>

<https://www.rInc.edu/governance>

<https://www.olc.edu/administration/governance.htm>