

SAN JUAN COLLEGE BOARD POLICY

Policy No. 402

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SECTION: Administrative Organization

POLICY TOPIC: Internal Communication

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I. Introduction

The President, or designee, is authorized to establish such associations, councils, work teams, and committees deemed necessary for the organization and administration of the College.

II. Internal Communication

- A. General: The President, or designee, shall call general faculty and/or staff meetings or special group meetings as needed and specify the time and place of such meetings. Further, the President, or designee, may establish standing and ad hoc committees to assist in College projects to include prescribing their function, establishing terms of service of members, and determining committee membership.
- B. College Council: The College Council is a vehicle for more comprehensive participation in the affairs of the College. This Council provides an organized means for supplying valued input to the President and vice presidents on decisions.
- C. Employee Associations: Employee associations as approved by the Board shall maintain a pro-active, collaborative voice for faculty, professional staff, and support staff. Employee associations shall be represented on the College Council and are advisory to the President.
- D. Associated Students: The San Juan College Associated Students organization is the student government body of the College. In addition to coordinating the various functions of the Associated Students, this organization shall serve to hear and refer student grievances to the appropriate source, as well as arrange to have student representatives participate in many of the College's councils and committees, including the College Council.