



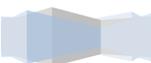
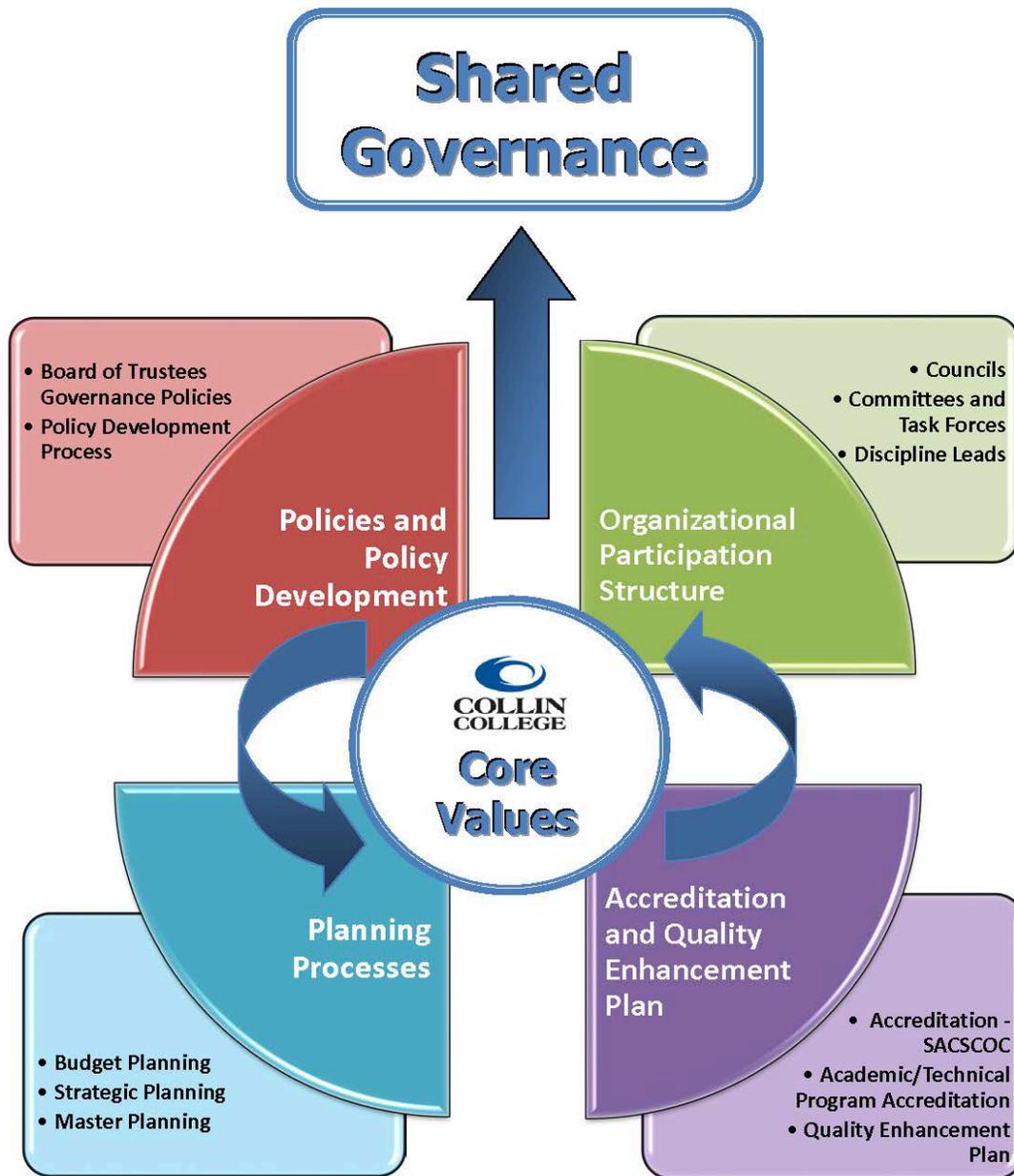
Shared Governance at Collin College

Over the past 37 years, Collin College faculty, administrators, and staff have joined together in a collaborative process of shared governance to translate the Board of Trustees’s vision and strategic goals into a working plan of action. Through this collaborative process, much has been accomplished, as is evidenced by the success of our students and the development and maintenance of our beautiful campuses. To continue meeting the needs of the thousands of students who will be entering Collin in the coming months and years, it is essential that Collin employees actively participate in planning and other strategic initiatives by providing input in their areas of special expertise through committees, councils, task forces, and other organizational and governance structures.

Responsibilities of Shared Governance

- Serve as a steward of academic integrity and excellence
- Recognize and be accountable to Collin’s strategic goals, as identified by the Board of Trustees
- Be informed on issues confronting higher education and, specifically, Collin College
- Share information appropriately and provide timely, constructive feedback
- Identify and bring forward issues impacting the ability of the College to accomplish its mission through appropriate avenues
- Distinguish and understand the roles and responsibilities of various units and individuals within the organizational structure of the College
- Interact with members of the College community in a manner consistent with Collin’s Core Values



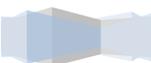


Policies Relating to Governance:

- **Collin’s Mission Statement and Core Values:** “Collin College is a student and community-centered institution committed to developing skills, strengthening character, and challenging the intellect.” [See Board Policy AD(Local)] The College’s mission statement was established through a College-wide collaborative process that culminated in approval by the Board of Trustees in May 2001. The mission statement has served as the philosophical foundation for policy and program decisions in the years since its adoption by the Trustees. At the same time, the Trustees approved a recommendation to establish a set of institutional Core Values. These were also developed through a collaborative discussion among the faculty, staff, and administrators and are as follows:

We have a passion for:

- Learning
 - Service and Involvement
 - Creativity and Innovation
 - Academic Excellence
 - Dignity and Respect
 - Integrity
- **Collin’s Vision Statement:** In May 2016, the Board of Trustees approved a Vision Statement for the College, “**Delivering a Brighter Future for our Students and Communities.**”
 - The College is governed by a nine-member, elected Board of Trustees that has final authority to determine and interpret the policies that govern the College and, within the limits imposed by other legal authorities, has complete and full control of the College. [See Board Policy BBE(Local)]
 - The **District President** serves as chief executive officer of the College with sole responsibility to the Board for ensuring that the College’s strategic direction and operations are consistent with its mission, purpose, core values, and vision statement, as well as, operate in a manner that is in compliance with state and federal laws and regulations and accreditation guidelines. The District President is charged by the Board of Trustees with effectively implementing policies and regulations established by the Board related to a) academics and curriculum development; b) investments, budgeting, and funding; c) student services; d) community relations; and e) personnel. [See Board Policy BFA(Local)]
 - **Faculty members** serve the College in academic, governance, and strategic planning matters through membership and involvement in, but not limited to, College-recognized committees and task forces. [See Board Policy BGC(Local)]
 - **Policy Development:** Collin College policies and policy amendments may be initiated by the District President, Board members, College personnel, students, or community citizens, but generally shall be recommended for the Board’s consideration by the



District President. The Board shall have the sole right to adopt policies. Proposed local policies or amendments introduced and recommended to the Board at one meeting shall not be adopted until a subsequent meeting. Emergency adoption, however, may occur in one meeting if special circumstances demand an immediate response.

Local policies become effective upon Board adoption or at a future date designated by the Board at the time of adoption. [See Board Policy BE(Local)] Except in the case of an emergency as noted above, faculty and staff are provided an opportunity to comment and have their ideas, suggestions, and input considered prior to final adoption of policies being presented to the Board of Trustees.

- **Statement of Shared Governance at Collin College:** [BGC\(Local\)](#) was adopted on June 28, 2022 by the Board of Trustees. It states as follows:

College District faculty, staff, students, and administrators serve the College District and participate in governance through membership and involvement in College District-recognized academic, governance, and strategic planning committees and task forces.

Shared governance in higher education refers to the structures and processes through which stakeholders have regular opportunities to include their voices in the discussion of important issues, policies, and major decisions. Shared governance at Collin College encourages the good-faith commitment and engaged participation of stakeholder groups in a structured approach to initiating and considering issues that further the college's mission and leads the college toward achieving strategic goals and master plan priorities. Such a model of governance requires the trust of all parties and can further build that trust through collaborative engagement.

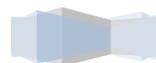
Stakeholders include, but are not limited to, the college's Board of Trustees, faculty from a cross-section of disciplines, administrators, staff, and students. Differences in the influence of each voice in in-forming the decision-making process should be determined by the responsibility of the matter at hand. For example, faculty are primarily responsible for determining curriculum, while students have stronger influence with regard to student activity fees.

Collin College leadership acknowledges the importance of shared governance and recognizes the threshold conditions for high-functioning shared governance presented in the Association of Governing Boards Board of Directors' Statement on Shared Governance. The shared governance process will be reviewed periodically with the Board to ensure the effectiveness of the process and the engagement of stakeholder groups through the Academic, Governance, and Strategic Planning Council (AGS) or the appropriate council, committee, or task force.

Organizational Participation Structure:

Councils, Committees and Task Forces

Consistent with Collin College Board Policy, faculty and staff members participate in shared governance and planning activities with the opportunity to serve on more than 30 committees, councils, and task forces throughout the College. Many faculty members serve in key leadership roles. (See comprehensive list in CougarWeb under "My Workplace" and then "Committees, Task Forces and Activities" under Intranet Links.)



As the College adds new campuses, new programs, new faculty, staff, and administrators, the shared governance councils, membership, organization, and representation are continually evaluated to ensure the shared governance structures are representative of the district as a whole, the ability to have meaningful dialogue and collaboration is enhanced, and the mission and vision of the College is clearly at the foundation of the College’s shared governance joint efforts.

Councils:

Collin College defines Councils as those groups whose primary charge is to consider and make recommendations regarding broad policy issues in their respective areas of focus.

[Academic, Governance, and Strategic Planning Council](#)

[Council on Excellence \(COE\)](#)

[Curriculum Advisory Board \(CAB\)](#)

Executive Leadership Team

[Faculty Council](#)

[Staff Council](#)

Executive Leadership Team:

The Collin College Executive Leadership Team is comprised of members of the District President’s Cabinet; the Campus Provosts; and the Chief Student Success Officer. This group generally meets monthly to discuss and consider college-wide strategic planning, organizational, and policy matters.

Standing Committees:

Standing Committees are either elected or appointed groups who are charged with considering such topics as appeals, functional applications, and College-wide operational issues and tasks.

[Academic Policies and Procedures Committee](#)

[Academic Progress Appeals Committee](#)

[Appreciative Education \(AE\) Committee](#)

[Banner Maintenance Committee](#)

[Calendar Committee](#)

[Clery Committee](#)

[Core Objectives Assessment Team \(COAT\)](#)

[Cougar Wellness Committee](#)

[Data Standards and Quality Assurance Committee](#)

[Disciplinary Appeals Committee](#)

[Emergency Management Working Group \(EMWG\)](#)

[Financial Aid Appeals Committee](#)

[General Education Steering Committee](#)

[Grade Appeals Board \(GAB\)](#)

[I Got Your Back \(IGYB\) Bystander Awareness and Intervention Committee](#)

[Institutional Review Board](#)

[Instructional Technology Committee](#)



[Know Now Committee](#)
[Online Advisory Board](#)
[Program Review Steering Committee](#)
[Refund Petition Appeals Committee](#)
[Safety Committee](#)
[Scholarship Committee](#)
[Strategies of Behavioral Intervention \(SOBI\)](#)
[Student Activity Fee Advisory Committee \(SAFAC\)](#)
[Title IX Committee](#)
[Workforce Education Steering Committee](#)

Ad hoc Committees and Task Forces:

Ad hoc Committees and Task Forces are charged with carrying out a specific task or project or implementing an initiative. These groups do not generally extend beyond completion of the assigned task or charter. Ad hoc committees and task forces will establish a purpose statement and have administrative approval before beginning to conduct activities toward the ad hoc committee/task force's purpose. Some of the college's recently active Ad hoc Committees and Task Forces include:

[Faculty Professional Development Committee](#)
[Health and Safety Fair Committee](#)
[Health Sciences Symposium Committee](#)
[Quality Enhancement Plan Team](#)
[Sabbatical Leave Committee](#)

Search Committees:

Search Committees are generally comprised of faculty and staff with responsibility for interviewing and providing substantive input on hiring recommendations for open faculty and administrative positions. Responsibility for the final employment recommendation rests with the hiring supervisor, Executive Leadership Team member(s), and District President.

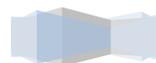
Discipline Leads:

Discipline Leads are full-time faculty members who coordinate for their respective program areas' College-wide curriculum development, program review, continuous program improvement processes, and input into assessment of student learning outcomes.

Accreditation and Quality Enhancement Plan:

Accreditation Processes for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Collin's accreditation activities are collaborative processes that involve broad participation and active input from faculty, staff, and administrators. Compliance and QEP teams are responsible for internally assessing and documenting the College's compliance with the standards identified by SACSCOC.



Program Accreditation

In addition, many of the College's individual program areas are involved with program accreditations. The faculty members and administrators in these areas are actively involved in ensuring, on an on-going basis, that the requirements are being met to maintain the program's accreditation.

Planning Processes:

Budget Development Process

Collin's budget development process is a collaborative process that involves input by faculty and staff on departmental needs for the upcoming year and a budget review with each organization leader. Final budget allocation recommendations are presented by the District President to the Board of Trustees for consideration and approval in August.

Strategic Planning

The College community engages in a strategic planning process to identify focus areas for a period of five years. Faculty, staff, and administrators respond to surveys and participate in work sessions to generate ideas and to help formulate overarching strategic priorities for the College. As part of the process, participants examine Collin College's foundational documents, including Core Values; Philosophy and Purpose Statements, and Mission Statement.

As a result of this input from the Collin College community, six strategic plan goal areas were identified and approved by the Board of Trustees to guide the College's path forward through FY2025. The 2020-2025 Strategic Plans integrated concepts that emerged through the strategic planning processes. Accompanying key performance indicators (KPIs) were established to specify milestones and benchmarks to gauge our progress.

Broad input and participation in planning and implementing the myriad of activities involved in accomplishing these strategic priorities are essential to the College's continued growth and success.

Master Planning

In February 2020, the Collin College Board of Trustees engaged IN2 Architecture to update the 2015 master planning study for the College that incorporated six major components, including Project Initiation and Mobilization, Demographics Study, Facilities Condition Assessment, Space Utilization Study and Programming, Campus Planning, and Finalized Master Plan.

The Team from IN2 Architecture organized numerous meetings with faculty, staff, and administrators across the College and conducted studies to analyze relevant internal and external data that formed the recommendations for the revised Master Plan.

The Master Plan established six priorities that will guide Collin College's course of action for the next five (5) years, from 2020-2025.



The results of this review and the staff's recommendation for Master Plan priorities and Strategic Plan goals were shared with and thoroughly reviewed by the Board of Trustees, which voted to approve the Master and Strategic Plans in August 2020.

Valuing Shared Governance at Collin:

The complexity of an institution of Collin College's size and stature in the region we serve necessitates the input of countless members of the Collin community to successfully meet the needs of the citizens of our service area. Collin College encourages and values the active participation by its faculty and staff in the fabric of the institution, including participation in the many committees, councils, task forces, and other planning and policy recommendation processes of the College.

"Alone we can do so little; together we can do so much." Helen Keller

"Coming together is a beginning, staying together is progress, and working together is success." Henry Ford

"The achievements of an organization are the results of the combined effort of each individual." Vince Lombardi

