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| |  |  | | --- | --- | | **Committee Charter** | | | Committee Name | Staff Advisory Board | | Committee Purpose | To serve as an advisory body through which staff members may make recommendations to the Executive Staff relative to interests, concerns, and issues that affect them. | | College Officer to Whom Committee Reports | President and Executive Staff | | Committee Status (Permanent or Temporary) | Permanent | | Committee Type (Advocacy or Division) | Advocacy | | Committee Composition by Unit | Academic Affairs – 2 appointees  Student Affairs – 2 appointees  Institutional Advancement – 1 appointee  Business Affairs – 3 appointees | | Committee Officers and Terms | Chair  Vice-Chair  Secretary | | Length of Service for appointees: | Two year terms, not to exceed two consecutive terms | | Method for Initial Appointment of Members: | Appointed by Executive Staff | | Method for Continuous Appointment: | Appointed by Executive Staff | | Committee Year: | July 1 – June 30 | | Date of Proposal: |  | | Minutes Required? (Y or N) | Y | | Scope (include initial objectives and any decision-making authority) | To serve as an advisory body through which staff members may make recommendations to the Executive Staff relative to interests, concerns, and issues that affect them. | | Bylaws? (Y or N) | Y | | Initial Objectives: | * To support and foster an environment where the College’s mission, vision, and values are achieved. * To provide input to the Executive Staff and the President on policies, procedures and operational issues of the College. * To unite the entire staff to present a stronger voice to the Executive Staff in an effort to continuously increase morale. * To make Tri-County Technical College an institution individuals desire to become a part of. * To improve the quality of work life for staff. * To encourage professional and personal development of all staff. * To promote communication among staff, between staff and faculty, and between staff and the Executive Staff. | | Approval Signature: |  | | Date of Approval: |  | |  |