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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 appointeesStudent Affairs – 2 appointeesInstitutional Advancement – 1 appointeeBusiness Affairs – 3 appointees |
| Committee Officers and Terms | ChairVice-ChairSecretary |
| 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.
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| Approval Signature: |   |
| Date of Approval: |   |

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