

COLLEGE OF SOUTHERN NEVADA

College Council & Committee Structure

2017-2018

August 14, 2017

CSN's Council and Committee Structure supports the mission of the institution to create opportunities and enrich lives with inclusive learning and working environments that support diversity and student success. The College fosters economic development, civic engagement, and cultural and scientific literacy, while helping students achieve their educational, professional, and personal goals.

CSN values collaboration and the participatory process across all sectors of the college community in governing CSN and realizing the fulfillment of its mission. College councils and committees are an important part of that work by providing the opportunity to draw upon the talent, skills and expertise of the CSN faculty, staff and students.

Part A: Policy Statement on Governance and Communication

1. CSN operates with a shared governance system that includes input from faculty, staff and students, and the College acknowledges that communication, vertically and horizontally, throughout the organization is an essential part of the governance system.
2. Full- and part-time faculty and staff are expected to serve on a CSN committee (at department, school or college level), council or ad-hoc task committee as part of their CSN workload.
3. CSN has established various councils and committees to provide advice and recommendations on behalf of various constituencies. Ad hoc committees are established from time to time to address specific issues or projects.
4. Committees function with an annual charge from the President, or they may develop a charge with presidential approval. Chairs of committees may be appointed by the President or designee.
5. Various CSN employee groups have organized themselves for their own purposes, with their own internal committee's structures, and CSN recognizes these groups: the Faculty

Senate, the Administrative Faculty Assembly, Council of Chairs and the Classified Council.

6. CSN recognizes that the Nevada Faculty Alliance (NFA) has established a bargaining unit pursuant to policies of the Board of Regents to conduct collective bargaining on behalf of all faculty and counselors.

7. Various functional or project groups are charged with a particular task or focus on a temporary basis. The group's specific charge, deliverable and membership will be delineated at the time of its creation. For example, CSN supports nine diversity committees that sponsor various events.

Part 2: Councils and Committees

Operating as a multi-campus district, CSN has organized its governance as follows:

A. **President's Cabinet**: Charge: Lead CSN toward its goals, oversee the operation of the College, make recommendations to the Board of Regents. Membership: President (chair), Campus Presidents, Vice Presidents, Legal Counsel. The Cabinet receives input monthly from:

College Leadership Council
Academic and Student Affairs Council
Administrative Services Council
Student Success and Enrollment Council

Meeting frequency: Per approved schedule

Members:

President, Chair
Senior Vice President for Strategic Initiatives and Administration
Vice President for Academic Affairs
Vice President for Student Affairs
Vice President for Finance
General Counsel

B. **College Leadership Council**: Charge: Act on institutional policy and procedures, plans and programs, support other councils, recommend appropriate action as needed

to the President’s Cabinet. This council periodically reviews shared governance at CSN, and it regularly receives input and recommendations from the following:

Meeting frequency: Monthly during the academic year

Members:

President, Chair	Executive Director, Marketing and Public Media
Senior Vice President for Strategic Initiatives and Administration	Executive Director, CSN Foundation
Vice President for Academic Affairs	Director of Government Relations
Vice President for Student Affairs	Chair and Chair-elect, Faculty Senate
Vice President for Finance	Chair, AFA
General Counsel	President, Classified Council
Executive Director, Inclusion and Diversity	President, ASCSN

Committee oversight:

- Institutional Advisory Council
- Internal Recognitions
- Diversity
- Foundation Board of Trustees
- Advancement
- Intercollegiate Athletics (President’s Advisory)
- Work Climate
- Strategic Planning

C. **Academic Affairs Council**: Charge: Responsible for all policies and procedures, plans and protocols related to learning, instruction, faculty, completion, and assessment. This council receives input and recommendations from the following committees:

Meeting frequency: Monthly during the academic year

Members:

Vice President for Academic Affairs	

Excess Credit Fees
 Information Technology and Web Design
 Safety and Law Enforcement
 Special Course Fees
 Sustainability

E. Student Success and Enrollment Council: Charge: Provide an environment that enhances students’ academic success, attainment of personal goals and satisfaction; oversee collaborative student success and retention initiatives, utilizing the collected data and drawing upon best practices; systematically review assessment data with the goal of improving student success; and ensure that student success efforts are aligned with the campus mission and reinforced through strategic planning.

Meeting frequency: Monthly during the academic year

Members:

Vice President for Academic Affairs, Co-Chair	
Vice President for Student Affairs, Co-Chair	

Committee oversight:

Advising
 Assessment
 Student Rights and Responsibilities

*Each Council may conduct its work and fulfill its charge through committees, accountable to the respective council. Committees may be established, charged, and constituted by council chair(s) and a designated vice president.