

**AIKEN TECHNICAL COLLEGE
PROCEDURE**

Procedure Title:	INTERNAL GOVERNANCE STRUCTURE	Procedure Number:	1-3-117.1
Institutional Authority:	President		
Associated SBTCE Policy/Procedure:	1-1-101		
Associated ATC Policy:	1-3-117		

Approved: _____


President

Date

Adopted: 07/01/2004

Date

Revised: 10/11/2021

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

Both organizational and standing committees are used as internal governance structures. These bodies provide the means by which recommendations can be received and considered by College Administration in the development of College policy and plans and identifying and resolving issues of concern to the College community.

The following formalized organizations and standing committees provide internal governance roles as described below:

A) Faculty Assembly

Serves as a forum for the faculty to discuss issues related to the areas of faculty development, welfare, and morale as well as to study, discuss, and recommend institutional objectives and annual plans, policies, and procedures. The President periodically meets with the Faculty Assembly President to discuss suggestions, recommendations, and/or concerns. Faculty Assembly input is considered in the administrative decision-making process with appropriate action taken as needed.

B) Student Government Association

Serves as a liaison between the student body and the College Administration. College administration meets with Student Government Association officers and members to collect input on College policies, procedures, programs, facilities, and services. The Student Government Association includes all enrolled students of ATC, and its officers convey concerns and ideas for improvement from the general student body to College administration.

C) Curriculum and Instruction Committee

Manages the curriculum approval and review process that includes recommendations and revisions. The Committee is comprised of appointed faculty, staff and Deans as defined in the Curriculum and Instructional Development Process, procedure 4-4-105.1.

Additionally, ad hoc committees are established by College administration as topics emerge to address specific strategic initiatives or concerns affecting the welfare of the College. Recommendations for action by any of these bodies are forwarded to the Executive Staff of the College for consideration and action. Feedback regarding recommendations is directly provided to the originating body and if actions taken are documented as appropriate.