Mohawk Valley Community College Charter Guidelines for [Name of Group]

Purpose Statement:

The purpose of the [Name of Group] is to (strengthen/refine/develop, etc.-pick one) [name of process, system, etc.] at the College.

Charter Sponsor

Group or Individual

Charter Contact

Generally Cabinet member

Timeline

Standing (or) i.e., Sept. XX-April XX

Membership (length of term for members if applicable)

- 1.
- 2.
- 3.

DOES

| <u>BOES</u> | |
|---|-----------------------------|
| Task | Action |
| Research external best practices and internal | Research |
| practices | |
| Synthesize research findings | Synthesize |
| Develop preliminary recommendations and | Develop recommendations and |
| solicit feedback from all affected | solicit feedback. |
| stakeholders. | |
| Refine recommendations and solicit | Refine recommendations and |
| feedback from College Senate. | solicit feedback. |
| Make final recommendations to Charter | Recommend |
| Sponsor. | |

DOES NOT

Make decisions; discuss personnel issues; discuss contractual issues

GUIDING POINTS

• Keep the College mission front and center

- Be creative and think big
- Think about what's best for students
- Seek to understand and recognize there are multiple perspectives to each issue