

# Governance Committee Strategic Planning Report

Date of review: 07/01/2021

**FUNCTION:** Oversee the institution’s committee functions; facilitate communication between committees and the Board; and formulate, review, and revise personnel policies and procedures.

**SCOPE:** Identify the appropriate communication path within the institution.

**GOAL 1: To ensure SBC functions including policies & procedures reflect SBC Mission & Vision Statement through 2025.**

<b><i>Objective A</i></b>	Review all college policies and procedures as needed.
Measurement Tool (who, what, when, how)	The Governance Committee in 2020-2021 will review the policies and procedures as needed.
Measurement Goal	Review and update personnel policies and procedures as need through May 2021.
Findings/Results	The Governance Committee reviewed new and revisions to the following policies: Use of Force, Distance Learning for Faculty, Student Housing, Data Ownership, and Property.
Data Analysis	The Governance Committee completed due diligent in reviewing policies and procedures that were presented to the Committee.
Action/Recommendation	Continue to approve policies changes as they arise. A complete review of the Personnel Policies and Procedures will be completed in 2021-2022.

**GOAL 2: To maintain open line of communication between Committees, Administration and Board through 2025.**

<b><i>Objective A</i></b>	Meet monthly during academic year to approved new grant submissions, including grants relating to research.
Measurement Tool (who, what, how, when)	The Governance Committee in 2020-2021 will approve all SBC grants prior to submission through a review of the scope, goals, and budget monthly.
Measurement Goal	Submission of 18 grants, with 50% funded.
Findings/Results	Fifteen (15) grants were submitted, 12 were funded for a total of \$8,272,191, one not funded, and two are pending notification of funding through.
Data Analysis	SBC did not meet the measurement goal for the number submitted, but did succeed in the number funded. In addition, numerous grant funds were receive through the CARES Act from the Federal Government and also from Private organizations.
Action/Recommendation	Continue to encourage faculty and staff to write grants.

<b><i>Objective B</i></b>	Receive reports from committee chairs on committee activities.
Measurement Tool (who, what, how, when)	The Governance Committee in 2020-2021 will request committee reports on a monthly basis from August 2020 through May 2021.
Measurement Goal	100% updates by committees at governance meetings during the academic year.
Findings/Results	Six zoom meetings were held in 2020-2021. These included September, October, November, January, February, and April.
Data Analysis	Committee reports were completed at the rate of 94%.
Action/Recommendation	With the improvement in COVID cases and proper protocol, Governance meetings will resume face-to-face as much as possible.