

Requirement 3.7.5

Faculty: Faculty role in governance

The institution publishes policies on the responsibility and authority of faculty in academic and governance matters.

Judgment

Compliant Partial Compliance Non-Compliant Not Applicable

Narrative

Haywood Community College (HCC) is in compliance with Comprehensive Standard 3.7.5.

Faculty members are involved actively in matters of the College. Policies and procedures relating to the responsibility and authority of faculty in academic and governance matters are published in the HCC Policies and Procedures Manual (individual policies attached) and the [HCC Faculty and Staff Handbook](#).

Published Faculty Responsibility and Authority Policies and Procedures

- **Academic-Related**

Faculty members actively participate in academic matters by serving on numerous committees directing and enhancing academic decision making. These committees include, but are not limited to, the HCC Quality Enhancement Plan Team, Curriculum Committee, Academic Affairs Council, Curriculum Review Teams, Distance Learning Committee, and Assessment Committee. HCC policies and procedures governing the role of faculty in academic affairs are published in:

- [HCC Policies and Procedures Manual, Section 2](#)
 - [HCC Policy Academic Freedom and Responsibility](#)
 - [Committee Membership](#)
 - [Academic Affairs Committee Purpose and Membership](#)
 - [HCC Policy Intellectual Property](#)
 - [HCC Policy Faculty Work Load](#)
 - [Curriculum Committee](#)
 - [HCC Faculty and Staff Handbook \(pp. 22-26\)](#)
 - Quality Standards
 - Faculty Responsibilities (HR requirements, [course syllabi](#), student evaluation, advising, attendance records requirements, office hours, classroom care, miscellaneous reports, rosters, [course/instructor evaluations](#), final grade reports, [NC State guidelines for records retention and disposition](#), Distance learning, etc.)
- [HCC Catalog 07-'08](#)
 - [Academic Policies and Procedures \(pp. 18\)](#)
 - [Admissions Policies and Procedures \(pp. 25\)](#)

Governance-Related







Faculty members likewise actively participate in governance matters by serving on committees guiding and determining institutional decision making. These committees include, but are not limited









to, the SACS Core Leadership Team ([SACS Core Leadership Team Membership](#)), the SACS QEP Team ([SACS QEP Membership](#)), Hiring Committees ([2007-08 Hiring Committees Membership 1, 2, 3, 4, 5](#)), and the College Advisory Council ([CAC Membership](#)). HCC CAC members are drawn from all areas of the College, including faculty, and work closely with the HCC President on College matters determining and regulating a variety of crucial areas: facility management and master planning, budgeting and fiscal priority isolation. The CAC co-chair is elected by the membership and is currently an HCC faculty member. The CAC co-chair attends Administrative Council meetings, the Education and Student Affairs Committee of the Board of Trustees, and Board of Trustee meetings. Further details regarding CAC members' roles and responsibilities are outlined in the ['07-'08 HCC Faculty Staff Handbook, pp. 15](#). Information surrounding the College's implementation of principles of shared leadership are contained in the [HCC Shared Leadership Initiative](#) folder located in the supporting documents area at the bottom of this response.

Other Student-Related Matters

Faculty play an additional, important role in other college committees, teams, and activities, including but not limited to, serving on the Retention Committee, Enrollment Management Committee, Placement Testing Committee, Scholarship Selection Committee, Honors' Day Committee, Financial Aid Committee, Disciplinary Review Committee, Graduation Committee, SGA and club advisement ([Committee SACS QEP Team Membership](#)) ([Committee: Curriculum Committee](#)) ([HCC Handbook '07-'08, p. 28](#)).

Supporting Documents

-  [2007_CALENDAR_OF_MEETINGS](#)
-  [Agenda_01-18-08](#)
-  [Agenda_03-02-07](#)
-  [Agenda_10-19-07](#)
-  [Agenda_11-16-07](#)
-  [Agenda_12-01-06](#)
-  [CAC_2007-08_Membership](#)
-  [CAC_Aug-07](#)
-  [CAC_Minutes_Nov-16-2007](#)
-  [CAC_Minutes_October_2007](#)
-  [College_Advisory_Council_2006](#)
-  [College_Advisory_Council_2007-08_updated](#)
-  [Community_College_Leadership_Article](#)
-  [Developing_Leaders](#)
-  [Distance_learning_article](#)
-  [Effective_Leadership_Dr_Johnson](#)
-  [Key_Leadership](#)
-  [Leadership](#)
-  [Leadership_07-08](#)
-  [leadership_assessment](#)
-  [leadership_assessment_01-04-08](#)
-  [leadership_assessment_memo_01-04-08](#)
-  [Leadership_Qualities](#)
-  [Leadership_Self_Assessments](#)
- [leadership_judgement](#)

-  [Member_List_2006-07](#)
-  [Mintues_CAC_09-14-07](#)
-  [Mintues_PAC_05-4-07](#)
-  [PAC](#)
-  [PAC_Agenda_05-04-07](#)
-  [PAC_goals_vision_02](#)
-  [Positional_Leadership_Handout](#)
-  [SHARED_LEADERSHIP_rhj_oct](#)
-  [Vision_Statement_Notes_03-09-07](#)
-  [Academic_Affairs_Committee_Purpose_Membership](#)
-  [Committe_Membership_SACS_QEP_2007_08](#)
-  [Course-Instructor_Evaluations_INSTREVAL_Traditional_Survey](#)
-  [Curriculum_Committee_Purpose_Schedule_Membership_2007-08](#)
-  [HCC_COMMITTEE_LIST](#)
-  [HCC_POLICY_ACADEMIC_FREEDOM_AND_RESPONSIBILITY](#)
-  [HCC_Syllabus_Template](#)
-  [NC_Records_Retention_Disposition](#)
-  [SACS Core Leadership Team Purpose, Schedule Membership](#)
-  [SHARED_LEADERSHIP_rhj_oct](#)
-  [Team Letter 2](#)
-  [Team Letter](#)
-  [Team Letter 3](#)
-  [Team Letter 4](#)
-  [Team Letter 5](#)
-  [Faculty_Staff_Handbook_2007 \(page 1\)](#)
-  [Faculty_Staff_Handbook_2007 \(page 17\)](#)
-  [Faculty_Staff_Handbook_2007 \(page 24\)](#)
-  [Faculty_Staff_Handbook_2007 \(page 30\)](#)
-  [HCC_0708_Catalog \(page 1\)](#)
-  [HCC_0708_Catalog \(page 20\)](#)
-  [HCC_0708_Catalog \(page 27\)](#)
-  [HCC_POLICY_ACADEMIC_FREEDOM_AND_RESPONSIBILITY](#)
-  [HCC_Policy_Faculty_Teaching_Load](#)
-  [HCC_Policy_Intellectual_Property_Policy](#)
-  [HCC_POLICY_MANUEL_SEC2_GOVERN](#)