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| **TRANSPARENCY**  *All understand what is covered by Shared Governance* | **INCLUSION**  *Who should be involved/represented?* | **RESPONSIBILITY**  *Remain ethically engaged* | **CONSENSUS**  *Distinguished from unanimity* | **COMMUNICATION**  *Must be open, inclusive, accurate and timely. Responsibility for these standards is universal* | **CONTINUOUS IMPROVEMENT**  *A reflective process with metrics* |
| **Why we engage** | **Who is engaged** | **How we engage** | **How we move items forward** | **How we communicate during the process. (e.g. input, recommendation, decision, implementation)** | **Upon Review** |
| Organizational and policy decisions that result in a rule, guideline, process, procedure, or plan.   * Instructional policies * Registration and other student service procedures * Administrative Regulations * Academic Regulations * Implementation of new programs and processes * Implementation of legal mandates | * Those affected by the decision * Those with the necessary background and expertise * Those ultimately responsible for making the decision * Those responsible for implementing the decision | * Engage in active and continuous communication with constituents * Come to meetings prepared * Actively participate in discussions * Accurately represent the concerns of constituents * Maintain the spirit of consensus- building * Actively support implementation * Remain solution oriented | * All who should be involved or represented have been * Due diligence has been exercised * Critical issues have been aired * The process can go forward | Channels include:  Formal governance groups   * Association meetings * Department chair meetings * Committees * Informal conversations * Document sharing * Events * President’s message * Other communications | * Was the process open? * Were the right people involved? * Was the decision widely anticipated? * Any unintended consequences? * Were there pockets of no information or misinformation? |

**SHARED GOVERNANCE PRINCIPLES REV. 9/2017**