



## **Description of Governance Structures**

### **Board of Governors:**

The Board of Governors is comprised of the President, Chief Executive Officer, and six appointed community-at-large members who represent the interests of the public and business communities served by SJVC. The Board of Governors meets no less than twice a year and is responsible for ensuring the quality, integrity, and financial security of SJVC. They also ensure that SJVC's mission is carried out. The Board of Governors acts as an independent policy making body capable of reflecting constituent and public interest in SJVC activities, decisions, and policies. SJVC corporate and campus representatives meet with the Board regarding educational programs and curriculum, new facilities or facility renovations, accreditation activities, and SJVC future planning, goals, and objectives. The six appointed Board members have no employment, family, or personal financial interest in the College.

### **Board of Directors:**

The Board of Directors includes the President and the Chief Executive Officer. The Board of Directors is also the mutual owners of SJVC. They complement one another in the management of SJVC operations. Their experience and expertise provide guidance and direction for the institution, as well as to establish clear expectations for a successful and profitable business.

### **Senior Management:**

Senior Management is comprised of the President, Chief Executive Officer, Vice President of Administration, Vice President of Academic Affairs, Vice President of Student Financial Services, Vice President of Enrollment Services and the Chief Financial Officer. The Senior Management meets weekly and oversees all activities of the institution to ensure the educational programs offered to students are of the highest quality; that the student services required to make all students successful are in place; that the financial stability of the institution is sound; that the financial services available to students meet all state and federal guidelines, rules, and regulations; that SJVC students receive career planning and employment services; and that the current and future plans of the institution are being accomplished. Their weekly deliberations often seek counsel and direction from corporate and campus representatives who have direct knowledge and experience in given areas. The Senior Management meets with Campus Directors every five weeks.

### **Executive Council:**

The Executive Council is comprised of Senior Management, Campus Directors, the Associate Vice President, the Assistant Vice President, Controller, Corporate Directors of Instruction, Program Compliance, Curriculum and Assessment, Research and Development, Real Estate Development, Purchasing, Human Resources, Information Services, Graduate Services, Call Center, Information Management, Admissions, Public Relations, and Institutional Relations.

The Council discusses college-wide initiatives, campus activity updates, programmatic and institution-wide accreditation issues, campus effectiveness awards, and future college planning. It is also a time when valuable training occurs. The Executive Council meets two times a year.

**Campus Management:**

Campus Management teams are typically comprised of the campus director, deans (academic, student services, and evening), enrollment services director, registrar, career services manager, financial aid manager, facility manager, and the administrative assistant. The Management teams meet weekly and provide the day-to-day leadership and supervision of all campus operations. They discuss, debate, and make decisions that impact campus admission procedures, the educational programs, student support services, student club activities, campus finances, and campus facility usage and improvements. Campus Management teams are provided a great deal of operational autonomy; however, their decisions are often reviewed by Corporate Directors and Senior Management prior to implementation.