

## CABINET PURPOSE AND SCOPE

### I. Purpose

The Western Dakota Technical College (WDTC) Cabinet is integral to the College carrying out shared governance. The purpose of the policy is to identify the purpose and scope of the WDTC Cabinet.

### II. General Statement of Policy

A. The WDTC Cabinet is a cross-campus body charged with making decisions on issues that affect the direction of the overall college and college community.

Cabinet membership will include at minimum:

- WDTC President
- Cabinet Secretary (position to be determined on an annual basis)
- Leadership Team
- Faculty Team Leaders and/or a Representative from each Faculty Team
- Professional Staff
- Classified Staff Representative
- Two At-Large Faculty Members
- Student Activities Leadership Team Representative(s)

The Cabinet is a team that promotes WDTC's ability to carry out shared governance by involving a campus-wide group in issues that affect the entire college. Examples of the work of the Cabinet include:

- Approving policies as part of the policy formulation and review process
- Developing documents significant for the college, such as strategic plans, institutional accreditation materials, planning materials, processes, and institutional targets
- Holding the campus planning units accountable for hitting both annual benchmarks and strategic targets
- Reviewing progress toward attaining annual benchmarks and strategic targets and providing reports back to the campus
- Ensuring the overall continuous improvement of the college's ability to carry out its mission
- Improving campus communication through representing constituent groups and by sharing information with them

The WDTC Cabinet carries out these functions either by engaging the entire Cabinet group or by allowing the Cabinet to establish taskforces and other committees to develop ideas and items and to bring them back to the Cabinet for discussion, consideration, and approval.

**III. Definitions – None**

**IV. Reporting Procedures – None**

**V. Dissemination of Policy and Training**

A. This policy shall appear on the WDTC website on the policy webpage.

Legal References: None

Board Approved 6/25/2018; Committee Reviewed 02/25/2020; Committee Reviewed 6/1/2022