

## POLICIES

### **I. Purpose**

Developing and revising policies is encouraged to meet the needs of Western Dakota Technical College (WDTC), students, employees, and WDTC's partners in the community. Policy development is a cornerstone of shared governance at WDTC and allows for the involvement of all members of the WDTC community.

### **II. General Statement of Policy**

- A. The adoption, revision, and repeal of policies is a responsibility of the local governing Board. The WDTC Policy Committee shall be responsible for assisting and guiding in the development of policies, reviewing policies, and proposing policies, as needed, or as suggested by faculty, staff, students, industry, the local governing Board, and other constituents.

### **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.
- B. New employees are informed of the location of WDTC policies during new employee orientation.
- C. Employees are notified a minimum of once per year of the location of policies by the Compliance Officer.

Legal References: None

Board Approved 3/19/2018; Committee Reviewed 10/25/2019; Committee Reviewed 8/5/2020; Committee Reviewed 11/23/22; Committee Reviewed 7/9/2024