

## ADVISORY BOARDS

### **I. Purpose**

Western Dakota Technical College (WDTC) strives to meet the needs of the workforce community by offering current and rigorous academic programs with appropriate student-learning outcomes. The guidance from industry-led Advisory Boards is essential in keeping WDTC programs relevant to current industry trends.

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

A. Each WDTC credit-bearing academic program has an advisory board that provides guidance and feedback. Operational units, support units, and non-credit programs may create advisory boards as needed and appropriate. WDTC will develop and maintain a Constitution and Bylaws template for advisory board use. The Constitution and Bylaws will describe:

- Advisory board purpose
- Membership
- Organization
- Meetings
- Duties of the board members, Chair, and Secretary
- Order of business
- Voting process
- Use of committees
- Amendment process
- Other guidelines as needed

### **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 page.

Legal References: None