

**BURRELL COLLEGE
OF OSTEOPATHIC MEDICINE
POLICY MANUAL**

SECTION: Mission & Governance

Policy: B1030

TOPIC: Governance and Program Policies

Approval Date: 1/22/19

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Approved: Signature on File

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POLICY

Burrell College shall be governed by the Bylaws of the College and such additional policies that are aligned to the governance documents of the Board of Trustees, define its organizational structure and enable it to fulfill its mission and objectives.

RESPONSIBLE OFFICIAL(S):

President/CEO

Dean/CAO

PROCEDURE:

1. The College Dean shall be custodian of the Bylaws of the College (the College Bylaws). The College Bylaws shall not in any manner be in conflict with the existing governance documents of the Board of Trustees (BOT Bylaws). The College Bylaws shall be structured in such a manner as to shape the organization of the College and provide governance through its articles and derived policies and procedures.
2. An organizational scheme shall be created that reflects the governance structure intended by the College Bylaws. The scheme shall include all critical leadership levels of the College.
3. The College Bylaws shall identify and charge the several standing committees of the College responsible for oversight of its most critical operations.
4. The College Bylaws shall state the programmatic level educational objectives of the College.
5. The College Bylaws shall be reviewed at least annually in conjunction with the strategic planning of the college. The College Bylaws shall provide for amendment as may be needed to reflect environmental changes experienced by the College.
6. The College shall propose policies and procedures to the President and the Board of Trustees as may be needed to conduct its operations. Such policies shall enable the college to provide a consistent regulatory environment and foster compliance with the requirements of accreditation. Governance policies or procedures shall, at minimum, address strategic planning, fiscal integrity and oversight, conflict of interest, due process, confidentiality, and ethical practice.
7. The Dean of the College shall participate in the organizational and governance activities of the Board of Trustees.

CROSS-REFERENCE: Bylaws of the College, Board of Trustees Bylaws