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Policy Name

1.1030 Governance Structure

Purpose and Scope

This policy defines the governance structure for Alvernia University (“AU”).

Responsibilities

Title or Role	Definition and What They are Responsible For
President	Maintains and enforces this policy. Receives exceptions to the policy.
Senior Leadership Policy Committee	Serves as final approval for policy and assists with reviewing exceptions to the policy.

Policy

Governance of Alvernia University resides principally with the Board of Trustees, who are responsible for shaping and preserving the University's mission, developing its strategic planning, serving as stewards for its resources, and providing oversight to operations, including its educational programs. However, in accordance with longstanding traditions in higher education, Alvernia University governance is appropriately a shared responsibility and involves cooperative action among the components of the University. The structure of governance is intended to foster constructive joint thought and action, both within the structure and in protection of its integrity against improper intrusions. Typically, the Trustees, President (and administration), and Faculty are the three major components of the governance "triangle" that helps shape mission, curriculum, policies and plans for the institution.

The following three groups create the governance structure at Alvernia University.

1. Board of Trustees
2. President and Administration
3. Faculty Council

Policy Procedure

1. Board of Trustees
 - a. The governance of Alvernia University rests with the Board of Trustees, which has complete responsibility for the University as a corporate entity. It formulates and determines such general policies as may be deemed necessary for the administration and development of the University.
 - b. The University Bylaws require that the Board of Trustees shall consist of not more than forty-one (41) members and not less than fifteen (15) members that must include not less than six (6) members of the religious congregation of Bernardine Sisters of the Third Order of St. Francis; said six (6) members shall include the General Minister, who shall serve in a voting ex officio capacity; and the President of the University, who shall also serve in a voting ex officio capacity; and the Bishop of Allentown, who shall serve in a voting ex officio capacity.

2. President and Administration

- a. The President is the Chief Executive Officer of the University, appointed by the Members of the Corporation and supervised by the Board of Trustees as outlined in the Articles of Incorporation and the University By-Laws.
- b. The President manages all enterprises at the University, exercising oversight authority through officers appointed by him/her and ratified by the Trustees.
- c. The President is empowered by the Board to carry out all operational activities of the University except those specifically reserved to the Board.
- d. The President may delegate authority to officers of the University, who may in turn delegate to other administrators, authority to manage various University operations.

3. Faculty Council

- a. The faculty participates in University governance chiefly in the Faculty Council and through representation on appropriate University committees. Faculty members who serve on committees are responsible for reporting the committees' activities to appropriate constituencies.
- b. The Faculty Council represents the faculty to the Board and the administration through elected or appointed representatives to Board or University committees.
- c. The faculty has primary responsibility for such areas as curriculum, subject matter and methods of instruction, academic standards, professional development, research, and those aspects of student life that relate to the educational process.
- d. The faculty sets requirements for the degrees offered, determines when requirements have been met, and upon determination of fulfillment of such requirements, recommends granting of degrees to the President and Board of Trustees.
- e. The faculty make recommendations to the administration and the board on such matters; the decisions of the trustees are final in all matters pertaining to University policies, including those for which the faculty initiates action.

4. Staff Council

The staff participate in University governance chiefly in the Staff Council and through representation on appropriate University committees. Staff members who serve on committees are responsible for reporting the committees' activities to appropriate constituencies.

5. Student Government Association

Though not a part of the formal governance structure at Alvernia University, the Student Government Association (SGA) operates under a Constitution with officers elected by the student body and other representatives from the student body. University

Exceptions to Policy

Exceptions to this policy must be requested in writing by filling out the Policy and Procedure Exception form (linked below) and submitting to the individual named in the Responsibilities section who assists with reviewing exceptions to this policy.

Policy Review

The Office of the President policies should be reviewed on a 5-year cycle and updated when institutional needs or goals change.

Approved versions of this policy will be posted on the Alvernia University Portal.

References and Related Policies

This section contains any other policies, 3rd party standards, or guidelines referenced by this policy.

References

n/a

Related Policies

n/a

Exhibits

This section contains any forms or exhibits referenced by this policy.

- [Policy and Procedure Exception Form](#)

Document Review Log

Date Reviewed	Description of Changes
2004/2015	Policy and Procedure Manual
3/14/2024	SLT Approval