

Policies and Procedures Link: <https://meeting.sparqdata.com/Public/Organization/CCC>

### **Disclaimer**

The Central Community College Board Policies and Administrative Procedures contain information which govern college operations. All Policies are effective as of the date enacted by the Board of Governors. All Procedures are effective as of the date approved by the President. Board Policies are binding on all members of the Board of Governors, officers, employees, students and visitors to the College.

The Central Community College Board Policies and Administrative Procedures, as amended from time to time, replaces and supersedes all previous hard copies of Policies manuals and handbooks. To the extent that any other College, published or non-published, guidelines or Procedures are inconsistent, the Board Policies and Administrative Procedures shall control. To the extent that any Policy is inconsistent with State or Federal law, the State or Federal law shall control. Action to modify, amend or delete Policies requires the approval of a majority of the Board of Governors at a duly constituted public meeting of the Board. Although the online versions of the Board Policies and Administrative Procedures are continuously and expeditiously updated, it may not reflect recent changes to Board Policies and Administrative Procedures. Nothing contained in the Board Policies and Administrative Procedures constitutes an employment contract, expressed or implied, or an offer to contract with any individual or external entity for any duration. Moreover, nothing contained within the Board Policies and Administrative Procedures changes the employment-at-will status of any employee, nor creates any additional rights, remedies or expectations of continued employment.

While the Board Policies and Administrative Procedures contain a number of fundamental Policies of Central Community College, they are not intended to cover every situation that may arise or relate to every regulation, Policy or Procedure of the College since its intent is not such comprehensive in scope. In the absence of applicable Policy, the President is authorized to establish needed Procedures which, if need to be approved as Policy, shall be presented to formal approval at the next regularly scheduled Board meeting. The Central Community College Board Policies and Administrative Procedures contain information which govern college operations. All Policies are effective as of the date enacted by the Board of Governors. All Procedures are effective as of the date approved by the President. Board Policies are binding on all members of the Board of Governors, officers, employees, students and visitors to the College.

**College Policy** – A college policy is approved by the College Cabinet, the College President, and the Board of Governors. Issues of college policy should be limited to those in which the board is operating within the confines of their authority as defined by law. The College President brings recommended policy to the Board for approval.

**College Procedure** – A college procedure is approved by the College Cabinet. Issues of college procedure should be directly related to college policy as they serve as interpretations and provide guidance. Vice Presidents bring recommended procedures to the Cabinet for approval.

**College Guidelines** – A college guideline is approved by the Vice President of a division. The college has multiple divisions:

Office of the President,  
Columbus Campus President,  
Grand Island Campus President,

Hastings Campus President,  
Innovation & Instruction,  
Administrative Services,  
Nursing,  
Health Sciences,  
Arts, Sciences & Business,  
Career & Technical Sciences  
Community & Workforce Education  
Student Success & Enrollment Management

~~fourteen divisions: Office of the President, Columbus Campus President, Grand Island Campus President, Hastings Campus President, Innovation and Instruction, Administrative Services, Human Resources, Skilled and Technical Sciences, Health Sciences, Academic Education, Business and Entrepreneurship, Extended Learning Services, Training and Development, Student and Enrollment Services.~~

Issues of college guidelines should be directly related to administrative authority granted by college policies and procedures.

Academic guidelines are approved by the Educational Services Committee and taken to Cabinet as necessary. The Vice President of Innovation and Instruction brings recommended academic guidelines for approval.

Guidelines not related to academics are approved by the respective Vice President and taken to Cabinet as necessary.

**College Process** – A college process is an informal method of conducting college business. Processes are not typically found in writing and are ~~not typically approved~~ created, managed and implemented by the supervisor of the process. ~~any college person or governing body.~~