



WNY College Connection Committee Organizational Structure

Responsibility of the WNY College Connection Committee

The WNY College Connection Committee will be established to achieve the following goals:

- Communicate the expectations of the Board of Trustees as disseminated by the Consortium Executive Committee
- Act as a vehicle to share Consortium-wide perspectives to the inter-institutional collaborative groups and back to the Board of Trustees
- Encourage the sharing of expertise, leveraging of financial resources, and sustainability of collaborative work between the 21 member institutions of the WNY Consortium of Higher Education
- Promote the individual activities of the inter-institutional collaborative groups
- Promote cross-functional collaborations between inter-institutional groups

The WNYCCC will be co-chaired by the Chair of the Chief Academic Officers group and the Executive Director of the Consortium.

Structure of the Committee

The WNY College Connection Committee will consist of a Steering Committee and the overall Advisory Council.

- **Steering Committee:** This group will include the Chairs of the Chief Academic Officers, WNY Association of College Career Centers, Financial Aid Group, Chief Financial Officers Group, Student Affairs Group, Admissions Group, and the Executive Director of the Consortium
- **Advisory Council:** This group will include chairpersons from all of the inter-institutional groups within the Consortium as well as the Executive Director

Role of the Co-Chairs

The co-chairs will convene the Committee at least 3 times each year and work with the Steering Committee to address Consortium issues and respond to requests from the Executive Committee. All meeting minutes will be submitted to the Chair of the Consortium and disseminated to the Executive Committee.

Role of the Steering Committee

The Steering Committee will meet to address issues as they arise or to facilitate communication between the WNY College Connection Committee and the Executive Committee. The Steering Committee will act in the interest of the WNY College Connection Committee when time or scheduling prohibit convening the entire WNY College Connection Committee.

Role of the Advisory Council

The Advisory Council will meet 3 times per year and disseminate inter-institutional group activities, raise concerns and develop positions, offer recommendations, and promote cross-functional collaborations between groups. The chairperson of each inter-institutional group will represent their group in the Advisory Council and is responsible for disseminating information back to their group.

WNY College Connection Committee Membership

Membership to the WNY College Connection Committee shall include the chairs of inter-institutional collaborative groups that are recognized by the WNY Consortium of Higher Education. Groups who desire recognition may approach the Executive Director of the Consortium. This will decrease duplication and ensure that the expectations of the Consortium's Board of Trustees are met as groups form. Once groups have been approved by the Consortium, they will work with the Executive Director to identify individuals at the 21 member institutions that are appropriate for membership, establish a governance model, and create a strategic mission with goals and plans for sustainability. The Executive Director shall present requests for recognition to the senior officer group of the division or divisions that the activity takes place. Upon their approval of the group, they will review membership and approve who can participate. This guidance follows existing practices within the Consortium.