	<b>Document Title:</b>	<b>Effective Date:</b>	<b>Rev:</b>	<b>Page:</b>	<b>Document No:</b>
	Committee Mandates Policy	2022	2	Page 1 of 2	WMCHS-0002
		<b>Review Date:</b>			<b>Approved By:</b>
2027	Board of Directors				

## Committee Mandates Policy

All Committees:

1. Advance the mission and vision of WMC
2. Implement the strategic plan as directed by the board (or Implement the strategic plan consistent with the will of the board)
3. Develop and review policies and procedures related to their mission
4. Oversee departmental presentations
5. Advise the board and principal

### BOARD COMMITTEE MANDATES

#### Academic Affairs Committee:

The Academic Affairs Committee's mission is to ensure that the school curriculum, activities, and policies are consistent with the school's mission, strategic plan and the board's vision. The committee is charged with the supervision of the instructional program of Western Michigan Christian High School. The committee's duties include: curriculum review, faculty recruitment and evaluation procedures, professional development of the staff, technology, and other matters which administratively are handled by the Director of Instruction and Curriculum.

#### Operations Committee:


The Operations Committee shall oversee: the preparation and monitoring of the annual budget for the school system, building and grounds, support and financial aid services, the implementation of standard accounting practices, enrollment of students, all faculty and staff compensation matters, and long-range plans and goals for the operations of the school.

#### Institutional Advancement Committee:

The Institutional Advancement Committee shall further the mission of Western Michigan Christian through the development of support and students. Specifically, the committee will oversee the: program of support for the schools, generation of non-tuition revenue to support the school's program and capital needs, building of endowment resources, recruitment of new students, and will develop and recommend marketing and communications strategies and plans, and all other matters that are handled administratively by the director of advancement.

#### The Student Life Committee:

The Student Life Committee is charged with advancing the vision of Western Michigan Christian and promoting its goals as they relate to student life. This includes: developing a vibrant extra-curricular program, overseeing the spiritual development and discipline of students, promoting a positive and welcoming school atmosphere, establishing and reviewing policies and procedures that promote these programs.

	<b>Document Title:</b>	<b>Effective Date:</b>	<b>Rev:</b>	<b>Page:</b>	<b>Document No:</b>
	Committee Mandates Policy	2022	2	Page 2 of 2	WMCHS-0002
		<b>Review Date:</b>			<b>Approved By:</b>
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Executive Committee:

The Executive Committee shall carry out the mission and vision of Western Michigan Christian as established by the Board of Directors. This shall be carried out by establishing goals and objectives for the school and committees of the board and coordinating the agendas of the other committees. The Executive Committee shall be composed of the Chair from each of the standing committee and the Executive Committee is charged with coordinating the efforts of these committees to best further the goals of the overall board and carrying out the day-to-day oversight of board objectives.

Governance Committee:

The Governance Committee will carry out the mission and vision of Western Michigan Christian by recruiting and developing board members, assisting in the governance policies of the board, developing new processes and opportunities for students, families and other Western Michigan Christian Community members to participate in the governance of the school.