

**CAROLINAS COLLEGE OF HEALTH SCIENCES
POLICY AND PROCEDURE**

Section II – Academic/Students

SUBJECT: OPEN FORUM

REVIEWER(S): President

I. POLICY

The College seeks to include student input in its decision-making and to be highly sensitive to student opinion and satisfaction. To that end, the president of the college will hold "Open Forum" on a monthly basis to provide a channel of communication for concerns of the student body.

II. PROCEDURE

- A. Open forum will be held at a time conducive to the attendance of a majority of students.
- B. Date/time of open forums will be published in the *college's monthly* newsletter, on the college information portal, lobby display screen, and with signs on the college bulletin boards.
- C. Unresolved matters will be researched or brought to the attention of the appropriate decision makers for discussion or resolution. In issues of particular significance, the president will provide written or verbal follow-up to the students who originally brought forward the issue, generally within a month. The *college's monthly* newsletter will be the preferred means of communicating follow-up or resolution which are of general interest to the student body.
- D. The Open Forum policy and procedure will be reviewed bi-annually.

III. APPROVAL

Name: _____ Title: President Date: _____