

# PUBLIC ENGAGEMENT POLICY

## 1. Preamble

Public engagement is a new way of thinking about how governments, institutions, departments, stakeholders, communities and ordinary citizens can work together to achieve complex, societal goals through the establishment of a new relationship with valued partners, stakeholders, associates, etc. to identify problems, discover new thinking and to propose solutions. This may lead to great potential for open and collective decision and policy making.

## 1. Objectives

The objectives of this policy are to promote multiculturalism and full participation by all members of the college community, partners, stakeholders and associates. To this end it is intended to develop and implement outreach and public engagement processes responsive to diverse cultural, social, religious, gender and economic identities and status. This policy is designed to increase equitable access to information, resources, admissions, employment and opportunities by all manner of people without discrimination. The objectives of this policy shall therefore be as follows:

- To establish a functional public engagement unit
- To make information available and accessible to the public on timely basis.
- To provide the opportunity for the College to be able to partner with other institutions both locally and internationally.

## 2. Purpose

The College recognizes that public-private collaborations play a key role in enhancing the college's activities to provide quality teachers to work in basic schools in Ghana. The benefits to the College from such public-private interactions may include support, participation, collaboration and complementing the efforts of the College to achieve its core mandate. **This policy is therefore to regulate and guide the actions and reactions, as well as relationship between the College (its Departments, Units, staff, students, etc.) with all its partners, stakeholders, associates, etc. both locally, nationally and internationally; bearing in mind gender responsiveness, to protect the credibility and integrity of the College**

## 3. Scope/Application

This policy shall apply to members of the College Council, Management, Academic Board, Departments, Units, staff, SRC (Students), all persons or groups (stakeholders, partners and associates) who have direct dealings with the College:

## 4. The Policy Statement

This policy is committed to ensuring that information is timely available and accessible to all stakeholders, partners, associates, etc. so defined in this document and collaborate to complement the effort of the College to achieve its vision and mission.

## 6. Supporting Procedures

6.1 The content of this policy may include but not limited to some of the following issues:

### **The College's expectations from the public**

- Supervisory roles by The National Council for Tertiary Education, National Accreditation Board, affiliate Universities, etc.
- Administrative support e.g. from the Ghana Education Service
- Donations and infrastructural support e.g. GETFund, The MMDAs
- Financial and material support e.g. from the Alumni
- Pastoral support e.g. from the Catholic Church and other religious bodies
- Safety, security and moral support e.g. from the Regional and Municipal Security Council and Traditional Council
- Visits from alumni, benefactors, parents, guardians and relatives

### **6.2 The Public's expectations from the College**

- The College must ensure that a functional public engagement unit is in place.
- The College must ensure that available information is accessible to the public when needed.
- The College should establish channels of communication where information could easily be made available to the public, especially on the College website. (This provision shall not affect issues that may be deemed confidential).
- The College must provide ways and opportunities to collect inputs from the public with the assurance that their input will be considered in the decision-making process.

### **Guiding Principles on Public Engagement**

This policy shall be guided by the following principles:

#### **INCLUSIVITY**

In public engagement planning and processes efforts should be made to reach to ALL groups of people such as women groups, persons with disability, institutions, communities etc.

#### **TRANSPARENCY**

There should be clarity and transparency about public engagement processes such as communication and decision making.

#### **CONFIDENTIALITY**

For ethical reasons, not all information should be made public such as students' academic records and other classified records of information. Information from the public should be treated confidential.

#### **ACCESSIBILITY**

Public engagement processes should be broadly accessible in terms of time and language and support the engagement of persons with disabilities.

### **Definition of Terms**

For clarity the following terms have been clearly defined in context of the document:

- **Associates:** any person or persons or institution who share in the core mandate of the College

- **Engagement:** an arrangement or an appointment intended to establish agreement between groups
- **Multiculturalism:** the policy of accommodating any number of distinct cultures or groups without prejudice or discrimination.
- **Partners:** people or institutions who play roles to champion the vision and mission of the College
- **Public:** relating to or concerning all the people of a country or community or relating to the organization and administration of a community.
- **Staff:** Employees of the College (Academic and Supporting Staff)
- **Stakeholder** refers to any person or group that has an interest in or is affected by the action or process in question.
- **Stakeholders:** someone or a group of people or any institution which has an interest in the affairs of the College
- **Students:** Successful applicants who gain admission into the College and are duly matriculated.