

MIDDLE GEORGIA STATE COLLEGE STATUTES

[Approved by Senate, DATE]

[Effective DATE]

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Article I. The College

Section 1.01 Name

their pursuit of educational goals by providing counseling and disabilities services; coordination of student organizations, events and activities; health, recreation and wellness programming and services; new and transfer student orientation; student conduct and advocacy; residential life; and a wide variety of cultural, social, and recreational events for the benefit of the student body.

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(f) Vice President for Enrollment Management

The Vice President for Enrollment Management shall be responsible directly to the President, shall direct enrollment management functions, and shall be a member of the Administrative Council and the Academic Assembly.

(g) Chief Information Officer

The Chief Information Officer shall be responsible directly to the President, shall direct information technology functions, and shall be a member of the Administrative Council and the Academic Assembly.

Article IV. The Faculty

Section 4.01 Faculty Membership

The faculty shall consist of the Corps of Instruction, the Administrative Officers as defined in Article III above, and other administrative positions designated by the President. Further descriptions of procedures and policies can be found in the Faculty Handbook.

(a) Corps of Instruction and Its Responsibilities

The Corps of Instruction, as defined by the Board of Regents, includes full-time Professors, Associate Professors, Assistant Professors, Lecturers, Senior Lecturers, Instructors, and teaching personnel with other titles as approved by the Board of Regents and duly certified librarians (*Policy Manual of the Board of Regents* 3.2.1.1, 8.1.1.1).

Members of the Corps of Instruction shall carry out their duties in a professional, ethical, and collegial manner, as defined in the Faculty Handbook.

(b) Part-Time Faculty

All teaching personnel on less than a full-time contract are classified as part-time faculty and hold the rank of Part-Time Instructor as defined in The Policy Manual of the Board of Regents, are not members of the Corps of Instruction (*Policy Manual of the Board of Regents* 3.2.1.1, 8.1.1.1). Part-time faculty may attend all meetings of the Academic Assembly and may speak or report, but shall not be eligible to vote. Part-time faculty are subject to the ef

development, service, and desirable personal qualities judged on the basis interviews, complete biographical data, transcripts, and recommendations (*Policy Manual of the Board of Regents* 8.3.1.2).

- 2) Initial appointments for new tenure track faculty with a minimum of eighteen graduate semester hours in his or her teaching discipline and a master's degree, an earned doctorate, or a terminal degree shall be at the rank of Assistant Professor.
- 3) Candidates with an earned doctorate or other terminal degree in his or her teaching discipline and at least five years of effective professional practice may be appointed at the rank of Associate Professor.
- 4) Candidates with an earned doctorate or other terminal degree in his or her teaching discipline and at least eleven years of exceptional professional practice may be appointed at the rank of Professor.

(ii) Initial Appointment of Non-Tenure Track Faculty

- 1) Recommendations of appointment of non-tenure track faculty shall be based upon evidence of ability as an effective teacher, desirable personal qualities judged on the basis of personal interviews, complete biographical data, transcripts, and recommendations.
- 2) The initial appointment of non-tenure track faculty shall be as Instructor or Lecturer. Minimum qualifications for appointment in an associate degree program or a baccalaureate degree program shall be at least eighteen semester hours of graduate credit or the equivalent (e.g., 330 credits for Tj020.002 Tc -02004j 0.001 T0 Tc 0 Tw (t)Tj 1r16 0 Td 522t

(d) Promotion of Faculty

Promotion Policies, which are under development, will comply with Regents Policies, including the following minimum criteria for promotion in all professorial ranks:

- A record of superior teaching.
- A record of outstanding service to the institution, and/or community.
- A record of outstanding research, scholarship, creative activity, or academic achievement.
- A record of professional growth and development.

(Policy Manual of the Board of Regents 8.3.6.1, 8.3.6.4).

(e) Faculty Tenure

Tenure resides at the institutional level. Institutional responsibility for employment of a tenured individual is to the extent of continued employment on a 100% workload basis for two out of every three consecutive academic terms until retirement, dismissal for cause, or release because of financial exigency, or program modification as determined by the Board of Regents. Only full-time assistant professors, associate professors, and professors are eligible for promotion. The College's tenure policies, which are under development, will comply with all Board of Regents Policies (*Policy Manual of the Board of Regents 8.3.7*).

(i) Criteria for Tenure

- A record of superior teaching.
- Academic achievement, as appropriate to the mission of the institution.
- A record of outstanding service to the institution, school, or department.
- A record of professional growth and development.

(ii) Minimum Time

- 1) Tenure may be awarded by the President upon coi (y)TjJ 1.22 0y0 Td (bu 0.79 0 Td (u)Tj 0.012

- 3) Faculty with probationary credit toward tenure may be considered when their probationary credit plus years of service equals five or more years.

(iii) Maximum Time Served Without Tenure

- 1) Except for the approved suspension of the probationary period due to a leave of absence, the maximum time that may be served at the rank of Assistant Professor or above without the award of tenure shall be seven years, provided, however, that a terminal contract for an eighth year may be proffered if a recommendation for tenure is not approved by the President.

- The faculty member may respond in writing to the annual written evaluation, in this case the response shall be attached to the evaluation. The evaluator shall acknowledge in writing the receipt of this response, and shall note any changes, in the annual written evaluation made as a result of either the conference or the faculty member's written response.
- The faculty member who has written a response and feels that the final annual evaluation by the evaluator is still inaccurate and / or detrimental may file a written request that the Vice President for Academic Affairs review the evaluation and the response. A written summary of that review shall be furnished to the faculty member.

review written by the evaluator is still inaccurate and / or detrimental may file a written request that the Vice President for Academic Affairs review the pre-tenure review and the response. A written summary of that review shall be furnished to the faculty member and to the evaluator by the Vice President for Academic Affairs.

- 4) The results of the pre-tenure review shall be reflected in the annual salary recommendations.

(iv) Post-Tenure Review

- 1) As a means of enhancing the performance of all faculty by stressing formative development over summative evaluation, post-tenure review is designed to foster the ongoing development of the faculty member. A list of required materials and the process for submitting said materials is delineated in the Faculty Handbook.
- 2) Post-Tenure review means that all tenured faculty are reviewed periodically in order to enhance and reward performance. This periodic review excludes any of the following administrative officers, even if they are tenured: P

institution.

2. Teachers are entitled to freedom in the classroom in discuss04 71fs

Article VI. Governance

Section 6.01 The Academic Assembly

(a) General

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Health Sciences, and the School of Aviation. Each campus location: Cochran, Dublin, Eastman, Macon, and Warner Robins shall also have one faculty representative on the Faculty Senate. See the Bylaws of the Academic Assembly, the Bylaws of the Faculty Senate, and the Senate Rules of Process as outlined in the Faculty Handbook for complete details.

(b) Standing Committees

The members of the standing committees of the Faculty Senate shall be taken from the membership of the Academic Assembly, the administrative staff, and the student body. The committee

recommend revisions.

(iv) Faculty Development Committee

The Faculty Development Committee shall coordinate a program and manage a budget of faculty development opportunities within disciplines, across schools, and within student support services, including technology training and international study and travel, manage a budget for to improve the quality of teaching and learning and for faculty's advancement.

(v) Faculty Recognition Committee

The Faculty Recognition Committee shall perform various duties relating to the recognition of faculty for their accomplishments. In particular, the purpose of this committee is honoring and supporting the faculty. The committee will review, formulate and recommend policy which will maintain, enhance and recognize the professional achievement, teaching excellence and service contributions of the faculty.

(vi) Library and Technology Resources Committee

The Library and Technology Resources Committee shall work closely with the Middle Georgia State College Library Co-Directors to make recommendations for improvement of the libraries with regard to services, collections (including print and electronic), and programs.

This committee serves as a liaison between the bd0 Tc 0 Tw.15 Td [(S)-2(ta)16(te)16(C)92(r)3(oniM2j 0

functions to the President and recommend to the President plans for the annual graduation exercises.

(x) *Campus Safety Committee*

The Campus Safety Committee shall serve as an advisory body to the Department of Public safety and the enterprise of Risk Management, shall make recommendations to the Senate on any aspect of campus safety, including but not limited to the classroom, student activities, residence life, grounds, emergency planning, and surface streets accessing the College.

(xi) *Inter-campus Visiting Speaker Committee*

The Inter-campus Visiting speaker committee shall make recommendations to the President for speakers to be invited to the five-campus community for fall semester Freshman Orientation, spring Student Honors and Awards recognition, and annual Commencement ceremony. This body shall also make recommendations to the President for additional discipline-specific or interdisciplinary speakers who may be invited to the College.

The Institutional Review Board is a research oversight board charged with ensuring, both through advance and periodic review, that research involving human and anima

community members might also serve under special circumstances. At the time of its creation, any Ad Hoc Committee shall be registered with the Executive Committee of the Senate (EC) and the Secretary of the Assembly and shall be reviewed by EC as to its membership, its work, its formal recommendations, its minutes, and its necessity. The minutes of Ad Hoc Committees shall be sent to the Secretary of the Assembly, the EC, and to the Vice President for Academic Affairs. The EC may recommend to the President that an Ad Hoc Committee be discontinued or that an additional Ad Hoc Committee be created. See Article VI Bylaws of the Academic Assembly.

(b) Ad Hoc Committees of the Faculty Senate

The Senate may establish Ad Hoc Committees of the Senate following the same guidelines for Ad Hoc Committees of the Assembly. Ad Hoc Committees shall not interfere with or circumvent Standing committees of the Senate or Boards of the Senate. See Article VI, G. of the Bylaws of the Faculty Senate.

Section 6.04 The Administrative Council

The Administrative Council, under the direction of the President, is composed of the Officers of the College, the Associate Vice Presidents, the CIO, the Dea 2.89 0 Td r

