

Charges to the Faculty Sh A

*In addition to this overarching effort, it is requested that each committee, board, or council work toward completing the charges noted below.*

Senate Committee	Function	Administrative/ Ex Officio	Charges for 2019-2020
1. Academic Affairs Committee	Function: The Academic Affairs Committee shall collaborate with the Office of the Provost to review formal academic policy	Dr. Debra Matthews, Associate Provost	Assure that bachelors degree programs, to the extent possible, have at least 18 open electives within the upper division 60 hours. Assure all program changes to be implemented for the 20-21 catalogs have been approved by the senate or AA Committee by the December Senate meeting.
2. Academic Quality Committee	Function: The Academic Quality Committee shall discuss, analyze and recommend action on matters related to MGA's instructional practices, including but not limited to the core curriculum, course evaluations, face-to-face and online classrooms, strategies for retention, progression, and graduation, potential areas of curricular growth and development, and overarching academic standards.	Dr. Deepa Arora, Associate Provost	Discuss the implementation of an early alert system 4 weeks into the semester that involves the student, faculty, the academic advis ! diversity in all areas, as charged in the
			function of the committee.
4. Executive	Function (in part): Analyze shared governance practices and	Dr. Jon Anderson,	Assure that all committees, the senate, and

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Committee	shared governance units to ensure support of and alignment with MGA's mission statement, vision and values. ii. Oversee the population of all Standing Committees and Recognized Senate Affiliates (with the exception of the Graduate Studies Council which has a council-contained population process) and recommend the slate to the President for approval.	Provost	RSAs are staffed and chairs appointed for the coming year by the end of spring semester.
5. Faculty Affairs Committee	Function: The Faculty Affairs Committee shall, except where policies of the Board of Regents of the University System of Georgia apply or as otherwise provided in these bylaws, recommend policy, process and practice that concern the general welfare and function of the faculty, among them those that impact annual evaluation, promotion, tenure, workload, teaching and research infrastructure, emeriti designation, awarding sabbaticals, compensation, and budget allocations and systems processes that affect the work of the faculty. The Faculty Affairs Committee will also oversee the process of awarding institutional faculty awards for scholarship, service, and teaching; and seek additional ways to honor the work of the faculty. The Faculty Affairs Committee shall maintain the Faculty Handbook and coordinate with the Senate to ensure that changes affecting the Faculty Handbook which a) originate in other governance units; b) are approved by the Senate; and c) are affirmed by the President are reflected in the Faculty Handbook. All revisions to the Faculty Handbook shall be forwarded to the Senate for a final review process. The Faculty Affairs Committee will collaborate with the Student Academic Enhancement Committee and the Teaching Resources and Budgetary Allocation Committee to strengthen their shared objectives.	Dr. Jon Anderson, Provost	Support the crafting of school-level strategy to assure the Boyer Model is implemented in school-level documents. Assure that clear promotion and tenure requirements are established at the school level that align with the faculty handbook and USG policies. Establish requirements and a rubric for the promotion to "professional lecturer" and assure the guidelines are included in the faculty handbook. Review the faculty workload outlined in the faculty handbook to recommend changes that assure equal effort is required and recognized at all stages of a faculty member's career. This review should include the assignment of teaching load, service, and research and recommend flexibility where possible. This recommendation could include a teaching workload document that is based on productivity rather than degree attainment such as: a teaching focused track with a 5/5 load a minimal research; A mixed 5/4 load with balanced teaching and research, or a 4/4 teaching load with less teaching and higher research. This recommendation would also need to assure that overall teaching productivity

in a department would not decrease.  
Assure the requirements for promotion to full professor are mirrored accurately in all areas of the faculty handbook and match USG policies for the state university sector.  
work with Dr. Brannon to assure the fees committee function is corrected in the handbook.  
Assign ad hoc committee of FA to work with Mr. Waters, Dr. Matthews, and Dr. Cantwell to update Faculty Handbook re new school structure, Table of Contents matching contents, revision updates sections at end, g

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Review Committee	about the promotion, tenure, and post tenure review processes; notify faculty of application deadlines per the Faculty Handbook; ensure that all subcommittees are populated and approved; and verify the process at all stages, including to the President in the case of an appeal, or to anyone else party to a particular application.		Work with the faculty affairs committee to assure promotion and tenure guidelines meet state university standards in the USG policies and are mirrored in each section of the faculty handbook.
9. Strategic Plan Implementation and Assessment Committee	Function: The Strategic Plan Implementation and Assessment Committee shall assist in the development and modification of the University's mission statement and strategic plan; and utilize assessment tools to measure the effectiveness of the implementation.	Dr. Michael Gibbons, Executive Director of Institutional Research	Working with Institutional Research, review the strategic actions associated with the strategic plan for FY19-20 and propose institutional strategic actions for FY 20-21. Review the scorecard and other metrics associated with the strategic plan and send recommendations or comments as appropriate. Review unit level assessment reports and give feedback to unit level managers
10. Student Academic Enhancement Committee	Function: The Student Academic Enhancement Committee shall review current opportunities and recommend future opportunities for student academic engagement outside of the confines of the classroom. This committee will review the University's comprehensive internationalization plan and establish necessary policies and memoranda that govern international teaching and travel, included but not limited to the recruitment of faculty and students, and annual review of programs as dictated by USG policy. This committee will coordinate with the MGA Foundation, Student Affairs, and other appropriate funding sources to secure available financial		

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research and presentations on and off campus, such as artistic events, 25 conferences, and biological field study; and the establishment of student chapters of professional organizations. The Student Academic Enhancement Committee will coordinate with the Faculty Affairs Committee, the Student Affairs Committee, and the Teaching Resources and Budgetary

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Faculty Development Board	University. Function: In collaboration with the Center of Teaching and Learning, the Faculty Development Board shall coordinate a program of faculty development opportunities within disciplines, across colleges/schools and to improve the quality of teaching and learning. This RSA manages a budget for funding faculty development activities and resources, solicits
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