

**Middle Georgia State University
Faculty Affairs Committee
March 31, 2023**

(1) Call to Order

The Faculty Affairs Committee (“the Committee”) was called to order at 9:00am on Friday, March 31, 2023 on Microsoft Teams.

(2) Roll Call

Present

- Ashford, Tina
- Briones, Ervin
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Not Present

(4) Approval of Previous Meeting's Minutes

James Hagler moved to accept the minutes of the previous meeting.

- **Ervin Briones** seconded the motion.
 - The motion **passed unanimously**.
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(5) New Business

(A) *Summer Classes*

Chris Hornung raised the point that as the summer session approaches, we have classes with enrollment just under the minimum, so it's unclear if they're going to make. This represents uncertainty for faculty (who can't be sure how many classes they will be teaching) and for students, who can't be sure that their schedule won't change. We are meant to be retention-focused, and summer courses offer students a chance to catch up on classes they missed or make up classes in which they performed poorly.

Summer salary is based on a percentage of annual salary rather than a flat rate, which means that faculty members can earn different amounts for teaching the same classes. From the administrative perspective, the summer term cannot cost more money than it earns. But the questions always remain--how much does the summer term cost, and what number of students in

Rebecca Lanning expressed her support for moving this process forward, since she has never heard of anyone being awarded emeritus status at the institution.

Rebecca Lanning moved to add the language to the faculty handbook.

- **James Hagler** seconded the motion.
- The motion **passed unanimously**.

(C) Faculty Awards Policies

Gary Cole updated the Committee on issues raised during the process of awarding faculty awards.

Annie Watson raised the point that making the winners a complete surprise (only telling them at the awards ceremony) can impact people differently, especially if they are neurodiverse. Some people struggle with surprises, especially when they are expected to react appropriately to them in live time and in front of other people.

- **Cole** responded that he can't be sure that the provost's office does not communicate to them in advance.
- **Rod McRae** noted that he will follow up on if there will be pre-event communication.

Steve Wallace noted that award winners should be announced again at the full convocation (since not everyone will attend the honors convocation).

Cole closed by expressing his appreciation of how many candidates—and how many *good* candidates—there were this year. He also urged the future chair, Hornung, to carefully consider how due dates align with spring break in the future.

(E) Charges for AY 2023-2024 Committee

Gary Cole introduced the idea of the charges for next year's Committee. Some items will be passed along by the Provost's office, the faculty senate, and others. Other tasks will crop up during the year. However, the Provost's office is encouraging the Committee to take a more active role in setting its charges each year.

He suggested that the Committee try to resolve as much of its business as possible in the current meeting and save the April meeting for setting two to three charges for next year.

Rebecca Lanning oTJ/TTB4 ()TJ/-4 0.21.86 -1.15 Td(me)6 (e)6 (tin)2 (o45 ()TJ/-4 0.21.86 -1Td(m)20 ()-10 (

- **Rebecca Lanning** concurred with sending the statement now, perhaps with a cover letter acknowledging the recent budget cuts.
- **Cole** noted that the existing plan is to forward the statement to the Provost's office (who is expecting it) and that he can include an acknowledgment of the budget cuts in his email.
- **Kelly Whiddon** and

He noted that many institutions do not post such requirements publicly, but the range of posted hours is between 0 (Columbus State) and 10 (Savannah State). Albany is 8. Everyone else requires less than 8. Valdosta State is “reasonable” office hours. Georgia College does not state their policy but required them to be named in syllabuses.

He proposed making the policy 1.5 hours per course, with a cap at 6 hours (with the same requirements for lecturers and tenure

- The amended motion **failed**.

Lanning suggested adding the language “in order to bring MGA in alignment with practice at other state universities.”

- **Wallace** recommended adding this language to the rationale for the proposal, rather than the language for the faculty handbook.

Steve Wallace moved that the Committee propose an amendment to the faculty handbook to change the requirement for office hours to 1.5 hours per section, capped at 6 hours, with the same requirements for lecturers and tenure-track faculty members and office hours for online courses offered online. Additionally, he moved that the research performed by Buffenmyer and Lanning and the justification of bringing MGA in line with other state universities and more flexibly meeting the needs of our students be forwarded to the senate.

- **Luke Buffenmyer** seconded the motion.
 - The motion **passed unanimously**.
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(7) Next Meeting

The Committee’s next meeting will be Friday, April 21, 2023 at 9:00am on Microsoft Teams.

(8) Adjourning

Ervin Briones moved to adjourn the meeting.
