

Minutes

Executive Committee

Meeting 2, October 4, 2024, 10am-11am

Virtual by Microsoft Teams

Present: Larry Israel (Chair), Jane Strong, Jasmine Brown, Shane Trayers, James Hagler, Elisha Tribble, John Murphy, Richard Binkley, Chi Ngai Cheung, Justin McAdara (Recorder), Whitney Hamilton

Absent: Chris Hill, Chris Tsavat

A suggestion was made to change the way minutes were recorded, proposing that future minutes should focus on topics rather than attributing comments

open discussion, as it would allow faculty to speak more freely without their statements being part of the public record.

Several members supported this suggestion, noting that other organizations also use a generalized approach to minutes for sensitive topics. There was general agreement to consider this approach for future meetings. The minutes were approved with this potential change in mind.

3. Faculty Handbook Amendment on Pre-Tenure Review Committees:

The committee discussed a proposed change to the faculty handbook regarding the formation of pre-tenure review committees. The proposal suggested that instead of each school forming these committees, each academic unit (department) should be responsible.

members. One member suggested addi

seek committee members from within their broader school if they lack enough tenured faculty in their department.

A motion to approve the proposal with this added language was made by Jasmine Brown, seconded by Shane Trayers, and unanimously supported by further consideration.

4. Review of MGA Statutes:

The committee received a charge to review the Middle Georgia State University statutes, which consists of a 26-page document.

A suggestion was made to divide the document into sections and assign each section. Creating an ad hoc committee for this purpose was also proposed.

Another member agreed, suggesting that members with relevant expertise or sections.

A proposal was made sending an email with the document's table of contents, allowing members to select sections they felt most comfortable reviewing. The review process is expected to be completed by early spring.

5. Attendance Tracking Proposal:

The committee discussed a proposal from the documentation of committee attendance by having committee chairs create an end-of-year spreadsheet summarizing meeting dates and attendance.

The proposal's representative explained that this initiative aims to streamline record-keeping, enhance transparency, improve committee continuity, and allow faculty to document service contributions more easily.

Concerns were raised about the potential for attendance records to be misused and the extra burden on committee chairs. Members questioned

icts.

Some members proposed annotating attendance records to indicate if

After a thorough discussion, the committee decided to table the proposal.

Members were encouraged to discuss the idea within their departments to gather feedback, and the topic will be revisited in the next meeting.

6. New Business: Additional Amendments to Committee Procedures:

Following the attendance discussion, the committee considered whether to formalize the requirements for transition documents that committee chairs prepare at the end of each year. These documents summarize the _____, and provide guidance for the next chair.

The proposal's representative emphasized that these documents could help incoming chairs by providing continuity. Adding a simple summary of the committee's main work and ongoing projects was suggested as a valuable addition.

A note was made that while transition documents are already part of informal meeting processes guidelines, there is no formal requirement for them in the Senate bylaws. A question was raised about whether the bylaws should be amended to make these documents mandatory.

To ensure a comprehensive discussion, it was proposed tabling this topic