

Preamble

- * Open records and, accountability are the hallmarks of positive government
- * The faculty of this university has a responsibility for governance of the institution.
- * We live in a time where information can and should be available for all via electronic means.

With these assumptions in mind, the faculty *policies* committee offers the following Amendment to the Faculty Manual of Augusta State University:

Amend article VII as follows: (original is in plain text and the *amended is in italic*)

108 ARTICLE VII

108.1 The Other University Committees

The committees do much of the work of Augusta State University and are an important part of university governance. Service on committees is one of the ways that members of the student body, faculty, and staff of Augusta State University participate in its governance.

University committees are assigned responsibilities for certain areas of the university's internal governance and shall operate so that these responsibilities are carried out. The university committees report to the faculty through the University Council.

The university committees may include representation from the student body, faculty and staff and shall be concerned with the interests of the University as a whole in their areas of responsibility. Unless otherwise indicated in the Committee Section of this manual, student members of committees shall be appointed by the President of the Student Government Association, faculty members shall be appointed by the Faculty Policies Committee, and staff members shall be appointed by the Staff Council. The normal term of appointment shall be for two years. A committee member who is unable to complete the term of appointment shall be replaced by the same method used in making the original appointment.

The name, composition, and responsibilities of standing university committees are set forth in the Augusta State University Bylaws. The names of the other committees are listed in the Information Section of this manual. Changes in the committee structure shall be made by the faculty, normally on recommendation of the University Council. Each committee shall elect its own chairman and secretary, except where otherwise specified, from the committee membership at the beginning of the academic year. Minutes of the meetings shall be recorded and circulated to the President, the Vice President for Academic Affairs, the Dean of the College of Arts and Sciences, the Dean of the College of Business Administration, the Dean of the College of Education, the Vice President for Business and Student Services, the Dean of Students, the Director of *Information Technology Services*, the President of the Student Government Association and Reese Library.

The committee secretary shall obtain approval of the minutes of the last meeting of the year by sending a copy to individual committee members for corrections and/or additions; the approved minutes shall then be distributed as usual.

At the end of the academic year, all committees with faculty representatives shall prepare an annual report and send copies to the President, the Vice President for Academic Affairs, the Chair of the Faculty Policies Committee, and Reese Library (college curriculum committees should also send the report to their respective deans). A copy of the final report should also be given to each member of the reporting committee. *The Statutory and Standing committees of the University shall submit their minutes and year-end reports in a format that is conducive to posting on the University web server.* The library will maintain a file of minutes and annual reports for each committee *and coordinate with Information Technology Services to place these minutes and year-end reports on the University web server for a minimum period of 5 years.*

Special (ad hoc) committees may be appointed when needed by the President, the Vice Presidents, the Deans, or the chair of the Faculty Policies Committee. The duration of the appointment to these committees shall be limited to one year unless otherwise specified. Each fall semester, the Vice President for Academic Affairs shall prepare a comprehensive list of current committee memberships.