

Charter for  
**Faculty Advising Workgroup**

November 30, 2020

This Charter is established between the Faculty Advising Workgroup and the Guided Pathways & Equity Council to structure the process and planned outcomes for the Faculty Advising Workgroup during the one-year period of the 2020-21 academic/calendar year.

<b>Purpose/Charge</b>	The Faculty Advising Workgroup is responsible for designing and implementing a scalable faculty advising model that is linked with best practices, equitable resources for all, with a focus on helping students achieve their academic and career goals.
<b>Guiding Principles and Assumptions</b>	<ul style="list-style-type: none"> <li>• Through faculty advising, students will have access to personal and biographical information from faculty that can help them make informed decisions regarding their academic and career goals.</li> <li>• Through faculty advising, students will be able to put the college experience into perspective, especially with regard to understanding the value of the learning process, whether it is independent or collaborative.</li> <li>• Through faculty advising, students will have the opportunity to develop a network of personal and professional relationships.</li> </ul> <p><b>Goals:</b></p> <ul style="list-style-type: none"> <li>• Create an atmosphere of support and provide expert information to students.</li> <li>• Promote decision making and independent thinking by assisting students in their exploration of personal, academic and career goals.</li> <li>• Develop practices that support student success.</li> <li>• Create a self-sustaining program.</li> <li>• Establish effective working relationships with faculty, staff and administration in support of faculty advising.</li> <li>• Increase campus awareness about the benefits of faculty advising.</li> </ul>
<b>Charge</b>	Our charge is to develop and implement campus-wide faculty mentoring across all programs and schools, with an intense focus on successfully supporting students by sharing biographical and personal information, as well as referring them to academic and support services, when needed.
<b>Scope &amp; Expected Deliverables</b>	<ul style="list-style-type: none"> <li>• Identify faculty leads in each school, program and discipline (if possible)</li> <li>• Develop and implement Mustang Major Meetings within the first two weeks of each semester (not during College Hour)</li> <li>• Get institution buy-in and implementation</li> <li>• Enroll willing faculty into the Student Success Network</li> </ul>

<b>Membership</b>	<ul style="list-style-type: none"> <li>• Jason Parks (administration)</li> <li>• Brady Kerr (faculty)</li> <li>• Alex Spencer (staff)</li> <li>• Samia Irfan (student)</li> <li>• Jethro Midgett (consultant)</li> </ul>
<b>Meeting Time &amp; Pattern</b>	<p>The Faculty Advising Workgroup meets every other week on Thursday at 11 AM via Zoom.</p>
<b>Roles of Chairs and Members</b>	<p>Brady Kerr (co-chair) Alex Spencer (co-chair)</p> <p>The Co-Chairs are accountable to the Guided Pathways &amp; Equity Council to ensure continuity of dialogue between governance tiers. Chairs are responsible for preparing agenda and facilitating meetings of the Faculty Advising Workgroup based on best practices and guidelines for effective facilitation.</p> <p>Members are recognized as stakeholders with important expertise and perspectives relevant to the strategic charge of the Faculty Advising Workgroup that can help to achieve the Faculty Advising Workgroup’s charter deliverables. Members are expected to actively attend and participate in all meetings, deliberations, and decision-making processes of the Faculty Advising Workgroup. While representing the perspectives of the constituency group to which they belong members are expected to engage in effective dialogue with Faculty Advising Workgroup peers with the intention of finding consensus on all issues that come before the Faculty Advising Workgroup.</p>
<b>Meeting Procedures and Expectations</b>	<p>The Co-Chairs, and members of the Faculty Advising Workgroup will adhere to participatory governance best practices as follows:</p> <ul style="list-style-type: none"> <li>• Meeting agendas are issued in advance of meeting times.</li> <li>• Meeting agendas are organized to achieve milestones established in the charter and prioritize actions pending, actions required, and problem solving to move the work of the group forward.</li> <li>• Members endeavor to: <ul style="list-style-type: none"> <li>○ appropriately prepare for meetings based on the meeting agenda.</li> <li>○ arrive promptly and stay for the duration of entire meetings.</li> <li>○ participate in a problem-solving approach where the interests of all participants are considered in developing proposals and recommendations and, where appropriate, distinguish between constituency versus college-wide perspectives.</li> <li>○ welcome all ideas, interests and objectives that are within the scope of the charter.</li> <li>○ actively listen to engage in respectful and constructive dialogue.</li> <li>○ work with a spirit of cooperation and compromise leading to authentic collaboration.</li> <li>○ move forward once a consensus-based decision has been made.</li> <li>○ continue to progress with the members who are present at each meeting.</li> <li>○ follow through on tasks that are committed to outside of scheduled meetings.</li> </ul> </li> </ul>