

ACADEMIC AFFAIRS AND STUDENT SERVICES COMMITTEE

Mission

The Academic Affairs and Student Services Committee provides review, policy guidance and strategic oversight of Academic Affairs and Student Services for the University. The committee provides guidance to the Board of Trustees on matters essential to the academic quality and competitiveness of the University's programs. advising/retention; student activities and engagement; discipline; and counseling.

Authority and Responsibilities

The Academic Affairs and Student Services Committee will:

- receive reports from the President, Provost, Deans, and other administration and faculty involved in program development, implementation, and evaluation;
- provide guidance and recommendations to the Board of Trustees concerning academic affairs;
- receive reports on short- and long-term advising and retention goals

The Academic Affairs and Student Services Committee has the responsibility to:

- ensure that the University's academic programs are appropriate for its students, and that the students are well served by the University.
- ensure that the University's student services and programs are appropriate for the University and serve the students well and promote the campus as a community.
- ensure that the University assesses the effectiveness of its academic programs on a regular basis, and takes steps to continuously improve programs on the basis of objective evidence about effectiveness and outcomes.
- ensure that the academic quality issues remain a top priority of the University.

The Academic Affairs and Student Services Committee will review and present to the full Board all recommendations. Final authority for decision and action on these recommendations rests with the full Board.

Organization

Review of Charter

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes shall be submitted to the full Board for approval.

Membership/Structure/Quorum

In accordance with the by-laws of the Athens State University Board of Trustees, the *Chair Pro Tem* will appoint members of the committee and designate the chair.

The committee will consist of at least seven (7) members, including *ex-officio* members. The *Chair Pro Tem* and *Vice Chair Pro Tem* will be voting members of the committee. The President of the University will be a non-voting member of the committee.

Committee members will serve a minimum of one (1) year (October – September).

A majority of the members of the Committee will constitute a quorum for the transaction of business.

Reviewed by the Board of Trustees: July 21, 2023

Revised: July 19, 2024

Revised: July 17, 2026

Meetings

The Academic Affairs and Student Services Committee will hold a minimum of four (4) meetings per calendar year

(October – September). Committee meetings must occur within seven (7) days of the regularly scheduled meetings of the Board.

Agenda, Minutes and Reports

The committee will maintain written minutes of all committee meetings.

The Chair of the committee will provide a committee report at every meeting of the Board of Trustees.