

## **Aims Community College Procedure**

### **Academic Affairs**

#### **Aims Faculty Association**

**Purpose:** The Aims Faculty Association is recognized by the Board of Trustees as the faculty organization that exists to promote the interests of the faculty and the learning environment by establishing and maintaining direct communication with the College administration and Board.

A. AFA will maintain bylaws consistent with the goals and objectives set forth in the policy.

1. Bylaws will be reviewed by AFA on a regular basis and revised as necessary by AFA leadership or a designated subcommittee.
2. Bylaws may be amended by a majority of faculty members' votes cast.

B. AFA leadership and/or representatives will provide early and direct input on creation, updates, and revision of policy, procedures, and processes relevant to faculty and Academic Affairs. The AFA leadership team will be responsive, providing ideas, suggestions, and recommendations about day-to-day operations in a timely manner.

C. At a minimum, the AFA leadership team will meet with the Chief Academic Officer monthly and the College President and/or the Executive Vice President semesterly, and maintain open communication between these meetings.

D. AFA will coordinate faculty representation on college-wide committees and elect faculty representatives to participate in the formal Consultation process each year (as defined in procedure 210-01).

1. AFA will elect the four faculty members of the Consultation team in accordance with the Consultation procedure and will solicit feedback from faculty on consultable conditions and facilitate ratification of the annual Consultation agreement.
2. AFA will elect full and part-time faculty representatives to Learning Council from each academic division.
3. AFA will elect two full-time faculty members to serve as Representatives to the Board of Trustees (as defined in procedure 14-01).
4. AFA leadership will provide recommendations for faculty participants to campus committees, upon request.
5. AFA leadership will help coordinate faculty participation in relevant College decision making processes (e.g., hiring, compliance measures, focus groups, vendor presentations, etc.).

E. Faculty Consultation representatives, as elected through AFA, shall discuss and negotiate specific, consultable conditions of employment for Faculty as defined in the Faculty Consultation procedure.

F. AFA will facilitate nominations and voting for the faculty-chosen Faculty of the Year awards

1. AFA leadership will collect nominations during Fall semester for full and part-time Faculty of the Year awards.
2. AFA leadership will organize a subcommittee of faculty to read and score nominations, selecting Faculty of the Year recipients.
3. The full-time and part-time Faculty of the Year recipients will serve as the Grand Marshals at Commencement.

G. The AFA President will participate in the Meeting of the Presidents each semester (as defined in procedure 74-01).

**Adopted: College Council, May 10, 2021**

**Responsible Administrator: Vice President for Academic Affairs**