

FACULTY MEMBER RESPONSIBILITIES

Policy Number: 4.1107

Reviewed: 1/09, 3/12, 3/14, 2/25

Revised: 2/13/2025 BOT approved 3/3/2025

Faculty members are expected to meet the professional and institutional commitments outlined in their agreements, regularly, throughout the academic year. These commitments include time spent on teaching, scholarly work, student advising, clinical activities, and various professional services on committees and administrative or advisory roles (both at MTSA and externally).

Faculty members are also responsible for designing and delivering course content, developing curriculum, and creating educational materials to meet program objectives.

They should familiarize themselves with the organization of MTSA, especially with the requirements, processes, and procedures related to the program(s) in which they teach. They should strive to be good citizens of the academic community, cooperative and efficient in meeting deadlines, submitting grades, and returning students' work with appropriate feedback. They should be active participants as committee members, student advisors, and in any other contractual capacities.

Faculty members are encouraged to attend and participate in school-sponsored events and activities. They should also maintain memberships in local, regional, and/or national professional organizations, as well as attend and/or participate in professional events.

Faculty members should maintain high ethical standards and adhere to Christian values. They should act as positive examples for students. By their teaching and example, they should seek to:

- inspire students to set for themselves the highest goals of personal achievement, and
- guide them in the development of Christian values.