

# Rules Committee Agenda

## 04/20/20 Meeting, 10am, Google Meet

### 1. Minutes

Any Changes, Additions, Modifications

Action: Approve minutes from 03/10/20

### 2. Regular Agenda Items

Rules committee members

- revise/reformat [UWG Policies and Procedures](#) of Section 2, Academic Affairs using the [UWG Procedure form](#)
  - review the [Faculty Handbook](#) for the rules/regulations offered and offer revisions as necessary
  - check compliance with the [BOR policies](#), in particular with the [BOR Policy Manual](#) and the [BOR Academic & Student Affairs Handbook](#).
- a. Annual Review (Faculty Handbook Section 104.01)  
Make minor correction of wording
  - b. Evaluation of Departmental Administrative Personnel (Faculty Handbook Sections 104.03 & 104.0301)  
Decide on use of “department chair” or “departmental administrative personnel”
  - c. Evaluation of Departmental Administrative Personnel (UWG Procedure 2.4.4)  
Match wording to reflect updates made in Item b
  - d. Post-Tenure Review (Faculty Handbook 104.0202)  
Striking of obsolete paragraph
  - e. Post-Tenure Review, UWG Procedure 2.4.2  
Create UWG procedure

## A. Membership

<b>Senate Members</b>		
Remshagen, Anja ( <b>Chair</b> )	anja@westga.edu	Senate – COSM (2020)
Angela Branyon	abranyon@westga.edu	Senate – COE (2021)
Beznosov, Mikhail	mbeznosov@westga.edu	Senate – COSS (2020)
Miller, Laura	lmiller@westga.edu	Senate – COAH (2020)
<b>Faculty Members</b>		
Bishop, Mary	mbishop@westga.edu	Faculty – THSSON (2021)
DeSilva, Landewatte	ldesilva@westga.edu	Faculty – COSM (2021)
Finck, Shannon	sfinck@westga.edu	Faculty COAH (2020)
Gilles, Brent	bgilles@westga.edu	Faculty – COE (2020)
Hollingsworth, Allison	alisonh@westga.edu	Faculty – RCOB (2020)
Sewell, John	johns@westga.edu	Faculty - COSS (2021)
Sicignano, Charlie	charlie@westga.edu	Faculty- Library (2020)
<b>Administrator</b>		
Overfield, Denise	doverfie@westga.edu	Provost and Vice President for Academic Affairs appointee
Carman, Kristi	legal-list@westga.edu	University General Counsel
<b>Google Group</b>		
Faculty Senate Rules Committee, fs-rules-list@westga.edu		

## B. Meeting Schedule

<b>Rules Meetings</b>	<b>Rules Location/ Time</b>	<b>Senate Agenda Deadline</b>	<b>Senate &amp; Exec. Com. Meetings</b>	<b>Senate Meetings Location/Time</b>	<b>Executive Committee Location/Time</b>
<b>Dates (Mondays)</b>	<b>Location TLC 2-207</b>	<b>Dates (Fridays)</b>	<b>Dates (Fridays)</b>	<b>Location TSON 106</b>	<b>Location TSON 200</b>
08/26/2019	3pm-4:30pm	09/06/19	09/13/19	1pm	12pm
09/23/2019	3pm-4:30pm	10/04/19	10/11/19	1pm	12pm
10/21/2019	3pm-4:30pm	11/01/19	11/08/19	1pm	12pm
11/18/2019	3pm-4:30pm	11/29/19	12/06/19	1pm	12pm
01/13/2020	2pm-3:30pm	01/17/20	01/24/20	1pm	12pm
02/10/2020	2pm-3:30pm	02/14/20	02/21/20	1pm	12pm
03/10/2020	2pm-3:30pm	N/A	<del>03/27/20</del>	<del>1pm</del>	<del>12pm</del>
04/20/2020	10am-11am	N/A	04/03/20 & 04/17/20	1pm	12pm
06/16/2020*	2pm-3:30pm	06/05/20	06/12/20*	1pm	12pm
07/14/2020*	2pm-3:30pm	07/10/20	07/17/20*	1pm	12pm
* these meetings will be scheduled if there are pending agenda items					

### C. Rules Committee Purpose ([UWG Policies and Procedures](#))

**Purpose:** to review and make recommendations to the Faculty Senate regarding the structures, composition and organizational aspects of the Faculty Senate and its committees and the rules under which they operate; to resolve disputes between Senate committees, to recommend clear, transparent, efficient, and effective rules for faculty participation in shared university governance; to consider appeals for cases of alleged violations to the rules; to recommend and to coordinate revisions and updates to the [UWG Faculty Handbook](#), [Statutes](#), [Bylaws](#), [Policies and Procedures](#), and any operating protocols the Senate establishes.

**Membership:** four senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators: the University General Counsel; and one appointed by the Provost.  
(Total: 13)