

Faculty Senate
Meeting Minutes
March 17, 2017
Approved April 21, 2017

1. Call to order

Chair Farmer called the meeting to order at 3:01 p.m.

2. Roll call

Present:

Blair, Boldt (Smith substituting), Butler, Connell, DeFoor, Farran, Fujita (Basu-Dutt substituting), Gerhardt, Henderson, Hipchen, Johnson (Chumney substituting), Lee (Pazzani substituting), Lopez, Mahmoud, McCord, Miller, Mindrila, Ogletree (Head substituting), Remshagen, Roberts, Rutledge (Besnosov substituting), Schoon, Seay, Self, Stanfield, Sterling, Stuart, Trotman-Scott, Varga, Velez-Castrillon, Webb, Welch, Williams (Van Valen substituting), Willox, Yates, Zamostny, and Zot

Absent:

Bohannon, Elman, Hoang, Mbaye, McCullers, McGuire, McKendry-Smith, Neely, Penceo, Robinson, Schroer, Smallwood, and Tefend

3. Minutes

A) Approval of Minutes from February 24, 2017

Minutes approved by unanimous vote.

4. Committee Reports

Committee I: Undergraduate Programs Committee (Cale Self, Chair)

Action Items:

A) College of Science and Mathematics

1) Chemistry Department

a) [Bachelor of Science with a Major in Chemistry \(ACS Track—Applied Chemistry, Option A\)](#)

Request: Modify

Item approved by unanimous vote.

2) Mathematics Department

- a) [MATH 1112: Trigonometry](#)

Request: Add

Item approved by unanimous vote.

Information Item:

- A) Dr. Nick Sterling will serve as chair of the Undergraduate Programs Committee during AY 2017-18.

Committee III: Graduate Programs Committee (Matt Varga, Chair)

Action Items:

- A) College of Education

- 1) Department of Communication Sciences and Professional Counseling

- a) [SLPA 6711 Assessment & Treatment of Communication & Swallowing Disorders in a Global Society](#)

Request: Add

Item approved by unanimous vote.

- b) [SLPA 6713 Neuroanatomy and Neurophysiology of Speech, Language, Hearing, and Swallowing](#)

Request: Add

Item approved by unanimous vote.

- c) [Master of Education with a Major in Speech-Language Pathology](#)

Request: Modify

Item approved by unanimous vote.

- d) [CEPD 9210 History of Higher Education](#)

Request: Add

Item approved by unanimous vote.

- e) [CEPD 9211 Organizational Theory](#)

Request: Add

Item approved by unanimous vote.

- f) [CEPD 9212 Advanced Seminar in Leadership](#)

Request: Add

Item approved by unanimous vote.

- g) [CEPD 9213 Critical Issues in Higher Education](#)

Request: Add

Item approved by unanimous vote.

- h) [CEPD 9214 Analysis of Higher Education Literature](#)

Request: Add

Item approved by unanimous vote.

- i) [CEPD 9215 Advanced Legal Issues and Policy Analysis](#)

Request: Add

Item approved by unanimous vote.

- j) [CEPD 9216 Values and Ethics in Higher Education Leadership](#)

Request: Add

Item approved by unanimous vote.

- k) [CEPD 9217 Diversity Issues in Higher Education](#)

Request: Add

Item approved by unanimous vote.

- l) [CEPD 9218 Higher Education Finance and Advancement](#)

Request: Add

Item approved by unanimous vote.

- m) [CEPD 9219 Governance in Higher Education](#)

Request: Add

Item approved by unanimous vote.

- n) [CEPD 9220 Enrollment Management](#)

Request: Add

Item approved by unanimous vote.

- o) [CEPD 9221 Qualitative Research in a Higher Education Environment](#)

Request: Add

Item approved by unanimous vote.

- p) [CEPD 9222 Quantitative Research in a Higher Education Environment](#)

Request: Add

Item approved by unanimous vote.

- q) [CEPD 9223 Applied Research Practices](#)

Request: Add

Item approved by unanimous vote.

- r) [CEPD 9224 Institutional Assessment and Program Effectiveness](#)

Request: Add

Item approved by unanimous vote.

- s) [CEPD 9225 Directed Doctoral Research](#)

Request: Add

Item approved by unanimous vote.

Information Items:

- A) College of Social Sciences
 - 1) Criminology Department
 - a) [Master of Arts with a Major in Criminology—academic grade policy for graduate catalogue](#)
Request: Modify
- B) Dr. Susan Hall-Webb will serve as chair of the Graduate Programs Committee chair during AY 2017-18.

Committee XIII: Rules Committee (Susan Welch, Chair)

Action Items (Figures One-Four):

- A) UWG Policy 2.2, Promotion
 - 1) UWG Academic Affair Policies
 - a) UWG Policy 2.2, Promotion (**Figure One**)
Request: Approve

Item approved by unanimous vote.

- B) UWG Policy 2.3, Tenure
 - 1) UWG Academic Affair Policies
 - a) UWG Policy 2.3, Tenure (**Figure Two**)
Request: Approve

Item approved by unanimous vote.

- C) UWG Policy 2.4, Recurring Evaluations
 - 1) UWG Academic Affair Policies
 - a) UWG Policy 2.4, Recurring Evaluations (**Figure Three**)
Request: Approve

Item approved by unanimous vote.

- D) Revised Senate committees (**Figure Four**)
Request: Approve

Item approved by unanimous vote.

5. Old Business

A) Hannes Gerhardt, revised draft of the “UWG Faculty Senate’s Declaration of Support for International Faculty and Students and the Value of a Global Education” (See [Figure Five](#))

A friendly amendment was proposed and accepted in number two of the document. Instead of reading “we therefore oppose any barriers that will impede access to global opportunities. . .” the document will now read “we therefore oppose any unwarranted barriers that will impede access to global opportunities. . .” Such an emendation indicates that some barriers—customs or passport requirements—are unavoidable.

Dr. DeFoor requested a Roll Call vote, the details of which follow:

*Blair, aye
Bohannon, absent
Boldt, Joey Smith substituting and voting as proxy, aye
Butler, aye
Connell, aye
DeFoor, nay
Elman, absent
Farran, aye
Fujita, Basu-Dutt substituting and voting as proxy, aye
Gerhardt, aye
Henderson, aye
Hipchen, aye
Hoang, absent
Johnson, Chumney substituting and voting as proxy, aye
Lee, Pazzani substituting and voting as proxy, aye
Lopez, aye
Mahmoud, aye
Mbaye, absent
McCord, aye
McCullers, absent
McGuire, absent
McKendry-Smith, absent
Miller, aye
Mindrila, aye
Neely, absent
Ogletree, Head substituting and voting as proxy, aye
Pencoe, absent
Remshagen, aye
Roberts, aye
Robinson, absent
Rutledge, Besnosov substituting and voting as proxy, aye
Schoon, abstain
Schroer, absent
Seay, nay*

Self, aye
Smallwood, absent
Stanfield, aye
Sterling, aye
Stuart, aye
Tefend, absent
Trotman-Scott, aye
Varga, aye
Velez-Castrillon, aye
Webb, aye
Welch, aye
Williams, Van Valen substituting and voting as proxy, aye
Willox, aye
Yates, aye
Zamostny, aye
Zot, aye

Results:

35 aye

2 nay

1 abstention

The document entitled “UWG Faculty Senate’s Declaration of Support for International Faculty and Students and the Value of a Global Education” passes.

6. New Business

A) Nominations for Chair-Elect and Parliamentarian

Dr. Judy Butler was nominated for the position of Chair-Elect by Dr. Cale Self.

Dr. David Boldt was nominated for the position of Parliamentarian by Dr. Sal Lopez

B) President’s Council for Campus Inclusion (PCCI)

Matt Varga made a motion to request that the PCCI draft a more inclusive statement of support.

Lara Willox, the Senate's PCCI liaison, agreed to take this request to that group.

7. Announcements

A) Lara Willox, Campus Inclusion Committee campus climate survey

The committee will conduct this survey again in coming weeks.

8. Adjournment

Dr. Farmer adjourned the meeting at 3:20 p.m.

Respectfully Submitted,

Dr. Angela Insenga

Associate Professor

Executive Secretary of the Faculty Senate and General Faculty

Figure One

UWG POLICY NUMBER: 2.2

UWG POLICY NAME: Promotion

POLICY:

The University of West Georgia (UWG) will comply with the Board of Regents of the University System of Georgia (BOR) policies and University procedures when promoting qualified faculty members to advanced professional positions.

CONTEXT:

This policy applies to:

- All UWG faculty

The purpose of this policy is to ensure that promotions are made objectively, equitably, impartially, and in accordance with associated procedural guidelines.

The Chief Academic Officer is authorized to establish procedures for compliance with this Policy.

SIGNATURE OF THE PRESIDENT:

University President

Date

Reviewed by University General Counsel: _____

ADMINISTRATION & ADDITIONAL RESOURCES

Short Title: Promotion

Previous Versions: N/A

Oversight: Chief Academic Officer

Additional Resources:

Board of Regents Policies

- Board of Regents Policy Manual
 - 8.3.5 Evaluation of Personnel
 - 8.3.6 Criteria for Promotion
- Academic & Student Affairs Handbook
 - 4.7 Evaluation of Faculty
- Human Resources Administrative Practice Manual: Classification, Compensation, and

Payroll

Associated Procedures:

- Time Limits
- Criteria for Promotion
- Evaluation Process
- Appeal of Negative Evaluation

Figure Two

UWG POLICY NUMBER: 2.3

UWG POLICY NAME: Tenure

POLICY:

The University of West Georgia (UWG) will comply with the Board of Regents of the University System of Georgia (BOR) policies and university procedures when awarding tenure.

CONTEXT:

This policy applies to:

- All UWG faculty, units and employees implementing the associated procedures.

The purpose of this policy is to ensure that tenure is granted based on a faculty member's achievements in teaching and student learning, scholarship and creative activity, and professional service.

The Chief Academic Officer is authorized to establish procedures for compliance with this Policy.

SIGNATURE OF THE PRESIDENT:

_____ *University President*

_____ *Date*

Reviewed by University General Counsel: _____

ADMINISTRATION & ADDITIONAL RESOURCES

Short Title: Tenure

Previous Versions: N/A

Oversight: Chief of Human Resources

Additional Resources:

Board of Regents Policies

- Board of Regents Policy Manual
 - 8.3.4 Notice of Employment and Resignation
 - 8.3.5 Evaluation of Personnel
 - 8.3.7 Tenure and Criteria for Tenure
 - 8.3.9 Discipline and Removal of Faculty Members
 - 8.3.11 Faculty Contract Forms
- Academic & Student Affairs Handbook
 - Section 4.0 Academic Personnel

Associated Procedures:

- Time Limits
- Criteria for Tenure

Figure Three

UWG POLICY NUMBER: 2.4

UWG POLICY NAME: Recurring Faculty Evaluations

POLICY:

The University of West Georgia (UWG) will comply with the Board of Regents of the University System of Georgia (BOR) policies and university procedures for recurring faculty evaluations.

CONTEXT:

This policy applies to:

- All UWG faculty, deans, and chairs

The purpose of this policy is to establish and communicate the BOR and UWG expectations of faculty members, and to establish procedures for evaluation.

The Chief Academic Officer is authorized to establish procedures for compliance with this Policy.

SIGNATURE OF THE PRESIDENT:

_____ *University President*

_____ *Date*

Reviewed by University General Counsel: _____

ADMINISTRATION & ADDITIONAL RESOURCES

Short Title: Evaluations

Previous Versions: N/A

Oversight: Chief Academic Officer

Additional Resources:

Board of Regents Policies

- Board of Regents Policy Manual
 - 8.3.5 Evaluation of Personnel
- Academic & Student Affairs Handbook
 - 4.7 Evaluation of Faculty
- Human Resources Administrative Practice Manual: Performance Evaluation

Associated Procedures:

- Annual Evaluation
- Pre-Tenure Review (“Third Year Review”)
- Post-Tenure Review
- Evaluation of Chairs
- Evaluation of Deans

Figure Four: Final Draft of Senate Sub-Committee Descriptions

Undergraduate Programs Committee

Purpose: to receive and consider requests for modifications to the undergraduate curriculum as specified in the [UWG Shared Governance Procedures for Modifications to Academic Programs](#) and to advise the Provost and Vice President for Academic Affairs on said requests; to recommend policies and procedures concerning undergraduate degrees and academic programs (including majors, concentrations and minors) and individual undergraduate courses; to advise on incorporating diversity and inclusion into curricula as appropriate; as well as to review comprehensive program reviews. The Core, Honors, and Interdisciplinary Programs (CHIP) subcommittee of this committee, consisting of four senators and three representatives, will make recommendations about curricula in the stated areas. The members of this sub-committee will be chosen by the committee as a whole.

Membership: ten senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; four administrators: the Registrar and a Provost appointee will sit on the main committee; the Dean of the Honors College and the Executive Director of Interdisciplinary Programs will sit on the CHIP subcommittee; one student, appointed by SGA. (Total: 22)

Graduate Programs Committee

Purpose: to receive and consider requests for modifications to the graduate curriculum as specified in the [UWG Shared Governance Procedures for Modifications to Academic Programs](#) and to advise the Provost and Vice President for Academic Affairs on said requests; to recommend policies and procedures concerning graduate programs, curriculum, admissions, transfers, admission to candidacy, eligibility for graduation, and appeals; to advise on incorporating diversity and inclusion into curricula as appropriate; as well as to review comprehensive program reviews; and to develop policies regarding graduate faculty.

Membership: five 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 Dean of the Graduate School and one appointed by the Provost; one student, appointed by the Dean of the Graduate School. (Total: 15)

Academic Policies

Purpose: to recommend policy and procedures concerning advising, undergraduate admissions, retention, progression and graduation, registration, University calendar, class scheduling, final examination scheduling, testing, advanced placement and other programs regarding dual enrolled students, commencement, and catalog-- including catalog content; to consider undergraduate student petitions for exceptions to academic policy, including graduation requirements, as authorized by the Provost and Vice President for Academic Affairs; and to advise with respect to Admissions, Enrollment Management, Learning Support, Testing, Registrar, Registration and Records. It is recommended that members of this committee also serve as Senate representatives on non-Senate university committees designated for decision making regarding the above items.

The chair of the Academic Policies Committee will represent the Senate on the university calendar committee.

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; three administrators: the Registrar, one appointed by the Provost, and one appointed by the Senior Diversity Officer; one student, appointed by SGA. (Total: 15)

Faculty Development Committee

Purpose: to recommend policy concerning appointments, promotions, tenure, grievances, discipline and dismissals; to serve as the Faculty Hearing Committee in accordance with the Board of Regents established faculty grievance process; to determine the allocation of UWG funded grant support; to serve in an advisory capacity on faculty and institutional research, institutional diversity, sponsored projects, and other faculty development issues as may be requested by administration; A member of this committee will serve as Senate representative on the Alternative Dispute Resolution Committee. It is also recommended that a member of this committee serve on the university's advisory committee on honorary degrees.

Membership: five senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, the Library; three administrators: one appointed by the Provost and Vice President for Academic Affairs; one appointed by the Senior Diversity Officer; and the University Counsel. (Total: 15)

Institutional Planning Committee

Purpose: to recommend policy concerning University purposes and goals (and to evaluate their degree of suitability and attainment), academic planning and growth, including the integration of technology into the strategic mission of the University, and SACSCOC and specialized accreditations; to advise regarding the development of Quality Enhancement Plans (QEP) and campus development; and to monitor the implementation of the University's strategic plan. It is recommended that members of this committee be invited to represent the Senate on related committees across campus, e.g., QEP.

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 Associate Vice President for Institutional Effectiveness and Assessment and one appointed by the Provost and Vice President for Academic Affairs; one student, appointed by SGA. (Total: 14)

Student Affairs Committee

Purpose: to serve in an advisory capacity to the Vice President for Student Affairs and Enrollment Management and to recommend policy and procedures concerning financial aid, orientation, housing, health, career and counseling services, student security and safety, student discipline, student publications, student organizations and government, student development, internship programs, and other student matters referred to the committee. It is recommended that

members of this committee be invited to serve on related committees across campus, e.g., SAFBA.

Membership: three senators; seven faculty, one elected from each the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: one appointed by the Provost and Vice President for Academic Affairs, one by the Vice President for Student Affairs and Enrollment Management, and one by the Dean of the Graduate School; two students, one appointed by SGA and one appointed by the Dean of the Graduate School. (Total: 15)

Facilities and Information Technology Committee

Purpose: to serve in an advisory capacity to the Vice President for Business and Finance and the Vice President for Information Technology and Chief Information Officer; to recommend policy and procedures concerning campus planning and development, auxiliary services, campus security and safety, campus facilities such as telephone services, mail services, technology planning and support, parking and traffic control, physical plant, and environmental and sustainability issues. It is recommended that members of this committee be invited to serve on related committees across campus, e.g., technology committees, Vehicle Incident Review Panel.

Membership: three senators; seven faculty, one elected from the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators, one appointed by the Provost and Vice President for Academic Affairs; one by the Vice President of Business and Finance; and one by the Vice President of Information Technology and Chief Information Officer; one student, appointed by SGA. (Total: 14)

Intercollegiate Athletics and University Advancement Committee

Purpose: to serve in an advisory capacity to the Vice President of Business and Finance and Vice President for University Advancement, to recommend policy and procedures concerning athletic admission standards, athletic budgets, program expansion or reduction, and membership in associations; and to oversee the enforcement of conference, association and accreditation rules and regulations; to recommend policy and procedures concerning university public relations, alumni relations, marketing, university events, and convocations; to consult on priorities for fund raising and capital campaigns. It is recommended that members of this committee be invited to serve on related committees across campus, e.g., athletic budget, graduation ceremony planning committee.

Membership: three senators; eight faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing and the Library; and the University's NCAA Faculty Athletics Representative; three administrators: the Director of Athletics; one appointed by the Provost, and one by the Vice President for University Advancement; one student, appointed by SGA (Total: 14)

Budget Committee

Purpose: to serve in an advisory capacity to the Vice President for University Advancement and Vice President of Business and Finance; to review the budget of the University and make recommendations regarding prioritization, distribution, and implementation to the President and the Vice Presidents of the University; and to consult on discussions concerning salaries and benefits.

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; five administrators: the Director of Budget Services and one each appointed by the Provost, the Vice President for Student Affairs and Enrollment Management, the Vice President for Business and Finance, the Vice President for University Advancement; one student, appointed by SGA. (Total: 17)

Rules Committee

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)

Diversity and Internationalization Committee

Purpose: to advise the Senior Diversity Officer; to advise the Center for Diversity and Inclusion; to advise on issues of internationalization; to advise and consult regarding adherence to Title IX requirements; to advise on incorporating diversity and inclusion into curricula as appropriate. One member of the committee will represent Faculty Senate on the Education Abroad Advisory Council. It is also recommended that a member of this committee serve on other related committees across campus, e.g. Presidential Committee on Campus Inclusion.

Membership: three senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: the University General Counsel; one appointed by the Director of International Student Admissions and Programs; and one appointed by the Senior Diversity Officer; one student, appointed by SGA (Total: 14)

Teaching, Learning, & Assessment Committee

Purpose: to advise the Provost and Vice President for Academic Affairs and the Vice President for Information Technology and Chief Information Officer; to consult with ITS regarding issues related to instruction and research on campuses and online; to advise and assist with QEP

implementation; to advise the Center for Teaching and Learning; and to advise the Executive Director of Extended Learning (eCore, continuing education, distance and distributed education, satellite campuses.) It is recommended that members of this committee be invited to serve on related committees across campus, e.g., technology fees committee, assessment committee.

Membership: three senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; four administrators: one appointed by the Provost and Vice President for Academic Affairs, one appointed by the Vice President for Information Technology and Chief Information Officer, one appointed by the Executive Director of Extended Learning, and the Director of Assessment; one student, appointed by SGA. (Total: 15)

Figure Five

UWG Faculty Senate's Declaration of Support for International Faculty and Students and the Value of a Global Education

We, the members of the University of West Georgia Faculty Senate, affirm our commitment to uphold our university's global educational mission and values. At a time when some members of the UWG community have expressed concern about the effects of unfolding travel and immigration policies on their work and lives, we declare our support for our international students, staff, and faculty, and we also assert our commitment to give all of our students a global education, with full access to international resources that are integral to their success.

We realize that immigration policies are complex and that there is a wide spectrum of political opinion on these issues within the UWG community. We encourage open expression of diverse political opinions on these subjects, and we favor informed, respectful debate.

Without attempting to restrict the expression of any particular political perspective, we reaffirm our support for the following UWG values, especially as they shape the academic success of our students and faculty who are affected by the current political debate and actions on immigration and international travel:

- 1) The UWG value of inclusiveness. We declare that it is essential to our university's educational mission to have globally diverse faculty and students, and we oppose discrimination against any of our students and faculty.
- 2) The UWG value of achievement. As our university's mission statement declares, we are committed to the "academic and social success of our students, staff and faculty," and we therefore oppose any unwarranted barriers that will impede access to global opportunities that are critical to the "academic and social success" of our faculty, staff, and students.
- 3) The UWG value of caring. Because we are committed to "consistent concern and regard for our students, staff, and faculty as well as the larger communities where we live and whom we serve," we declare our support for our international community members and for all faculty who are persisting in their efforts to give their students a global education in the midst of current challenges.

Signed:
Faculty Senate