

Faculty Senate
Meeting Minutes
February 19, 2021
Approved February 26, 2021

1. Call to Order

Chair Williams called the meeting to order at 1:04 pm.

2. Roll Call

Present:

Barrett, Boumenir, Branyon (Lewis sub.), Cheng, Corley, DeWeese, Elman, Erben, Fuentes, Gault, Geyer, Gordon, Graffius, Green, Gupta (Skott-Myhre sub.), Hadley, Hansen, Hill, Hodges, Ivory, Jara-Pazmino, Kellison, Kimbrel, Kniess, Koczkas, Kramer, Lew Yan Voon (DeSilva sub.), Ly, MacKinnon, Mbaye (Lee sub.), McKendry-Smith, McLean, Nickell, Ogletree, Pashia, Pazzani, Pencoe, Rees, Richter, Santiago, Self, Scullin, Snipes, Sterling, Swift, Towhidi, Van Valen, Wadlington, and Wofford

Absent:

Barbour and Faucette

3. Minutes

A) The January 22, 2021 Meeting Minutes were approved electronically on January 28, 2021.

4. Administrator Reports

A) Report from the Provost

Before Provost Preston's report, President Kelly provided the following updates:

- *The new Richards College of Business building is on schedule, and should be ready and open for Fall 2021 as planned.*
- *The current COVID protocols are extended through February, and UWG is following all established protocols. UWG has been approved to be a closed vaccination pod, and will distribute vaccinations to faculty and staff once greenlighted. The expectation that we would receive more than 100-200 doses at a time is low, and the state has been receiving about 140,000 doses per week. UWG will follow the distribution method indicated by the state. Tanner and the Department of Health both have reservation systems in place, which*

you can find on their websites. For more information, see the [latest update](#) on the [UWG COVID-19 Vaccination Program](#).

- When asked about the current financial status of the University, President Kelly stated that UWG is stable, but with challenges. Despite an estimated loss of \$14 million, we have been able to move forward without absorbing structural deficits and without making significant structural changes. We are in a state that has had successful tax revenue over the last year, and there is a favorable higher education budget in place. Our retention rate also went up 4% this year. Still, analysis is ongoing to make certain that we are doing business in the most efficient way possible in order to navigate our way through what is invariably a tenuous time. (See [February 19, 2021 Zoom Meeting](#), beginning at 28:54).
- President Kelly confirmed that faculty will have input in the Strategic Plan metrics, and that the Strategic Plan will have a public scorecard.
- When asked about the status of the plan to include diversity, equity, and inclusion officers in each unit across Academic Affairs, President Kelly responded that the equity audits are complete and they will begin to review those reports within the next week. He confirmed that faculty will be a part of the decision making process.

Provost Preston then gave the following updates followed by a Q&A:

- Dr. Preston discussed the COVID-related Promotion and Tenure draft extension in [Figure 5](#) at length, and stated that faculty can elect to take an optional one-year extension by beginning the process with their Department Chair, who would then forward that extension request to the Dean, who would then forward it to the Provost's Office. See the summary for [Figure 5](#) for a continuation of this discussion.
- On a related note, as scholarship, creative activity, and research have been impacted by COVID-19, a "not applicable due to COVID" option is now available for annual evaluations in the area of Professional Development to provide some flexibility for faculty.
- The Strategic Plan is a significant endeavor in the life of the university and it will be very impactful across Academic Affairs. They plan to take each of the strategic priorities individually in order to see how Academic Affairs and its units can contribute meaningfully. Furthermore, the associated metrics will be appropriate per unit and discipline, and he provided detailed examples. (See [February 19, 2021 Zoom Meeting](#),

beginning at 44:55). The Provost stated that more information is coming over the next three months, before launching in earnest this summer.

- *With regards to the disparity in staffing between schools and colleges, the Provost agreed that certain areas needed more support, both in faculty and staff, and he specifically mentioned the Lab Sciences as an example. He encouraged faculty to work locally in their departments to relay their needs to the Deans, who would then advocate and explain those needs to the Office of the Provost.*
- *With regards to a number of faculty concerns regarding work-life balance, burnout, how faculty fit within the new Strategic Plan, and shared governance, the Provost was asked how he planned to support and advocate for faculty as Provost during this critical time. Dr. Preston stated that he was deeply committed to advocating for the health of Academic Affairs, our students, and our faculty and staff. He further stated that he is interested in creating a flexible work model for teaching, service, and scholarship, making sure that we have the resources appropriate for academic programs, and finding ways to honor the work that faculty and staff are doing across Academic Affairs. (See [February 19, 2021 Zoom Meeting](#), beginning at 53:16) He assured everyone that the focus was not solely on numbers and quality would not suffer in order to meet certain metrics or graduation rates.*
- *When asked how faculty were selected to serve on university committees such as the Presidential Search Committee, the Provost Search Committee, and the Strategic Plan Committee, and how faculty who are interested in serving on committees like these would be able to do so, the Provost responded by explaining the process for choosing committee members for the two Dean searches in progress. (See [February 19, 2021 Zoom Meeting](#), beginning at 1:04:03) He further noted that all faculty and staff will have the opportunity to meet the finalists when they come to campus and provide input. With regards to concern that there was not much diversity of thought on university committees if the same faculty repeatedly serve, the Provost stated that he could not speak to that history as he had only constituted two committees since joining the university in December. However, he stated that we all have an equal opportunity to be involved and to have our voices heard.*
- *With regards to faculty concerns about issues of academic freedom and the recent UWG request for a list of classes that deal with white privilege, the Provost explained the process by which that list of classes was generated. (See [February 19, 2021 Zoom Meeting](#),*

beginning at 1:09:01) After receiving a question as to how visible faculty information is on Interfolio180 and Concourse, the Provost explained that these repositories were protected by a login firewall and only supervisors had access to that information. When asked why faculty were not included in the process, Dr. Preston stated that we could revisit the search if necessary and he is happy to hear from folks if some classes were missed. With regards to faculty concerns that there was no defense of the topic, the Provost responded that the faculty have elected to teach this content and it needs no defense because it stands on its own merit.

- *With regards to concerns about academic freedom and the new plan to require justification of faculty purchase requests and director approval from the Provost's Office, Dr. Preston stated that he would appreciate the opportunity in the short term as we end FY21 to review all expenses because we have strategic needs that are not being met equitably across the university. (See [February 19, 2021 Zoom Meeting](#), beginning at 1:13:37) He stressed that this is a one-time operation and not an ongoing process, and reiterated his commitment to invest significantly in faculty professional development.*
- *When asked if there were any additional wide-ranging organizational changes planned within the university, the Provost stated that there is benefit to stability. While he is always interested in changes that would better serve students, he feels that a constant rate of change can inhibit our ability to serve students. He encouraged faculty to work as locally as possible with respect to the what faculty, department chairs, and deans have the opportunity to do.*

5. Committee Reports

Committee I: Undergraduate Programs Committee (Rosemary Kellison, Chair)

Action Items:

A) College of Arts, Culture, and Scientific Inquiry

1) Department of English, Film, Language and Performing Arts

a) [MUSC 2311 – Introduction to Jazz Skills](#)

Request: Add

Item was approved unanimously.

b) [MUSC 4300 – Jazz History and Styles](#)

Request: Modify

- c) [MUSC 4311 – Applied Jazz Composition and Arranging](#)
Request: Modify

- d) [MUSC 4321 – Applied Jazz Improvisation](#)
Request: Modify

Items b-d were taken as a block and approved unanimously.

- e) [Stand Alone Certificate in Jazz Studies](#)
Request: Add

Item was approved unanimously.

2) Department of Mathematics, Sciences, and Technology

- a) [BIOL 4425 – Fire Ecology](#)
Request: Modify
- b) [BIOL 4427 – Conservation Biology](#)
Request: Modify

Items a and b were taken as a block and approved unanimously.

- c) [CHEM 1151 – Survey of Chemistry I](#)
Request: Modify
- d) [CHEM 1151L – Survey of Chemistry I Lab](#)
Request: Modify
- e) [CHEM 1152 – Survey of Chemistry II](#)
Request: Modify
- f) [CHEM 1152L – Survey of Chemistry II Lab](#)
Request: Modify

Items c-f were taken as a block and approved with 40 in favor, 1 opposed, and 1 abstention.

- g) [MATH 1111 – College Algebra](#)
Request: Modify
- h) [MATH 1401 – Elementary Statistics](#)
Request: Modify

Items g and h were taken as a block and approved with 28 in favor, 1 opposed, and 1 abstention.

- i) [Geography, B.S.](#)
Request: Modify

Item was approved unanimously.

j) [Physics, Astronomy Concentration, B.S.](#)

Request: Modify

Item was approved unanimously.

B) Richards College of Business

1) Department of Management

a) [MGNT 3611 – Leadership](#)

Request: Add

b) [MGNT 4684 – Management Study Abroad](#)

Request: Add

Items a and b were taken as a block and approved unanimously.

c) [Human Resource Management Minor](#)

Request: Add

Item was approved unanimously.

C) University College

1) [Film Production, Nexus](#) (USG Website: [USG Nexus Degree](#))

Request: Add

Item was approved with 39 in favor, 1 opposed, and 3 abstentions.

2) [XIDS 2100 – Game of Thrones: Tudor-Stuart Britain](#)

Request: Add New Topic

Item was approved with 39 in favor, 1 opposed, and 1 abstention.

3) [XIDS 2300 – Introduction to Public Service](#)

Request: Add New Topic

Item was approved with 41 in favor, 2 opposed, and 1 abstention.

Information Items:

A) College of Arts, Culture, and Scientific Inquiry

1) Department of English, Film, Language and Performing Arts

a) [Bachelor of Music in Performance: Emphasis in Jazz Studies](#)

Request: Deactivate

The [Stand-Alone Certificate in Jazz Studies](#) replaces this Emphasis.

B) Richards College of Business

1) Department of Management

- a) [Embedded Certificate in Entrepreneurship](#)
Request: Terminate
- b) [Embedded Certificate in Human Resource Management](#)
Request: Terminate
- c) [Embedded Certificate in Operations Management](#)
Request: Terminate

With regards to items a-c, the Management Department has opted to create concentrations in Small Business Management, Human Resource Management, and Supply Chain Management, after finding that hiring professionals are confused between the UWG Certificates and professional certifications. They feel that that their students will be best served by concentrating their studies in a particular area and then pursuing recognized professional certifications in their field of study.

- 2) Department of Marketing and Real Estate
 - a) The Department of Marketing and Real Estate will change its name to the “Department of Marketing” effective May 13, 2021.

Committee II: Graduate Programs Committee (Connie Barbour, Chair)

Action Items:

- A) College of Arts, Culture, and Scientific Inquiry
 - 1) Department of Art, History, and Philosophy
 - a) [HIST 6101 – Introduction to Digital History](#)
Request: Add
 - b) [HIST 6200 – Public History Seminar](#)
Request: Add

Items a and b were taken as a block and approved unanimously.

- c) [History, MA](#)
Request: Modify

Item was approved with 36 in favor, 6 opposed, and 3 abstentions.

- B) College of Education
 - 1) Department of Literacy and Special Education
 - a) [Dyslexia Endorsement](#)
Request: Add

b) [SPED 6500 – Dyslexia: Methods and Instructional Strategies](#)

Request: Add

Items a and b were taken as a block and approved with 42 in favor and 1 opposed.

2) Department of Early Childhood through Secondary Education

a) [Pedagogy-Only Teaching Certification for Secondary Education](#)

Request: Add

Item was approved with 39 in favor and 1 opposed.

Information Items:

A) Richards College of Business

1) Department of Marketing and Real Estate

- a) The Department of Marketing and Real Estate will change its name to the “Department of Marketing” effective May 13, 2021.

Committee III: Academic Policies Committee (Emily McKendry-Smith, Chair)

Information Items:

A) New USG One-step proposal form and UWG New Program Concept Form ([Figure 1](#))

The USG has modified how programs should be submitted for approval and that modification includes having an on-campus group that reviews the proposals. This short form provides a means by which potential programs may achieve consensus and support from relevant UWG constituencies prior to generating a full proposal. Once consensus is agreed upon that a program can be supported in concept, the full program proposal can be completed and submitted through normal governance processes for approval. Dr. Drake confirmed that faculty and/or programs that have proposals waiting for approval from the Board of Regents will need to submit this form to the BoR for approval. Since these faculty and/or programs have a fully developed proposal, fitting it into the short form should not be too laborious. Dr. Drake shared the form in [Figure 1](#) and went over it in great detail, answering several questions in the process on how to find information regarding market analysis and program distinction. (See [February 19, 2021 Zoom Meeting](#), beginning at 1:52:06)

B) History Program Advanced Placement Policy Update ([Figure 2](#))

The History Program has made some modifications to their AP Exam policy in order to better align with History programs at other USG institutions.

Committee X: Rules Committee (Angela Branyon, Chair)

Action Items:

A) UWG Faculty Handbook

1) 104.028 Appeal for Reconsideration (**Figure 3**)

Request: Modify

B) UWG Academic Policies Index

1) UWG Procedure Number 2.4.3, Post-Tenure Review

a) Section F, Appeal for Reconsideration (**Figure 4**)

Request: Modify

Items A.1 and B.1.a were taken as a block and approved with 39 in favor and 1 opposed.

Committee XII: Teaching, Learning, and Assessment (Chair, Rebecca Gault)

Action Item:

A) Spring Course Evaluations

Item was approved with 39 in favor and 1 opposed.

6. Old Business

7. New Business

A) Policy Draft: COVID-Related P&T Extensions, Provost Jon Preston (**Figure 5**)

In continuing the conversation regarding these extensions from the Provost's earlier Administrator Report, the Provost added that his office sends out the list of faculty who are eligible for promotion and tenure and post-tenure review to the Deans on April 1. Therefore, the deadlines listed in Figure 5 have that deadline in mind. Dr. Preston stressed that this is awareness in writing rather than approval, and the final draft will contain that language.

It was suggested by several faculty in attendance that a clause be added to program level P&T guidelines that allow a faculty member to make a case to go up for tenure and/or promotion on time, enabling them to speak to why they were impaired in meeting their P&T criteria due to COVID-19. Delaying one's tenure will result in lower lifetime earnings for faculty, and new research shows that women, especially women who are caring for school-aged children and elderly parents, are disproportionately shouldering the burden of additional pandemic labor and have been more negatively impacted by the pandemic's effects on their academic work lives. Therefore, there was concern that a simple clock extension will reapply a structural gender inequality in wages. Other faculty noted that we should include

non-tenure track faculty as well. Finally, it was suggested that faculty who elect to take an extension should be allowed to change their mind, especially given the impact tenure and promotion have on a faculty member's lifetime earnings.

B) Faculty Senate Response to the President's Veto of the [Modifications to UWG Policies and Procedures Article IV, Section 2.F](#), Previously Passed at the October 17, 2020

Faculty Senate Meeting ([Figure 6.1-Figure 6.3](#))

After a brief summary of the modifications to UWG Policies and Procedures Article IV, Section 2.F approved at the October 2020 Faculty Senate meeting, as well as President Kelly's veto of this line item in January 2021, Chair Williams referred meeting attendees to the policy outlined on pages 30 and 34 of the UWG Policies and Procedures Manual included in [Figure 6.3](#). He then opened the floor for discussion of whether the Faculty Senate would like to let the matter rest or refer the modification of Article IV, Section 2.F to the General Faculty for a vote. (See [February 19, 2021 Zoom Meeting](#), beginning at 2:16:23)

Chair Williams stated that there are only eight schools within the USG that have AAUP chapters, and no chapter presidents serve as an ex-officio member of their institution's Faculty Senate Executive Committee. However, it was noted that the state AAUP President is an active member of the USG Faculty Council. After it was mentioned that President Kelly did not disapprove the Faculty Senate's recommendation within the thirty day period outlined in the excerpt of the UWG Policies and Procedures Manual included in [Figure 6.3](#), it was noted that the delay in the President's signing statements had been discussed in previous Senate meetings, and that the President has now issued signing statements for all Faculty Senate meetings from the Fall semester.

After the motion to call the question was seconded, the Faculty Senate voted to refer modifications of UWG Policies and Procedures Article IV, Section 2.F to the General Faculty for a vote before the Spring 2021 General Faculty meeting in April. The vote passed with a two-thirds majority vote with 33 in favor, 13 opposed, and 1 abstention.

C) UWG Procedure 1002 and Shared Governance

Chair Williams stated that he received an email from University Counsel Kristi Carman that morning with some concerns as well as a willingness to review Senate proposed modifications to [Procedure 1002](#). Chair Williams further stated that while the Procedure was posted for public comment in November 2020, he did not become aware of it until February

10, 2021. He assured everyone that he would monitor policies posted for public comment on a more regular basis, as this would be useful for the Faculty Senate as a whole. He noted that there seemed to be significant discrepancy between [Procedure 1002](#), [Procedure 1.2.1](#), and [Procedure 1.3.1](#). Given the implications for Faculty Senate policymaking and shared governance, he felt it was necessary to add [Procedure 1002](#) to the February 2021 Senate Agenda. (See [February 19, 2021 Zoom Meeting](#), beginning at 2:31:15)

After confirming that this procedure originated within the UWG Office of Legal Affairs under the rationale that past procedures were not in harmony with Board of Regents' policy and state law, Chair Williams stated that he has requested but not yet received further clarification from the Office of Legal Affairs. He then opened the floor for discussion. Significant discussion ensued about faculty concerns regarding transparency and lack thereof, as well as this procedure's impact on faculty governance, faculty input and participation, and Senate work. Senators and faculty also discussed the nature of the relationship between Faculty Senate and past university presidents.

After it was stated that the November posting of [Procedure 1002](#) on the university website was intended to provide faculty with sufficient time for input, the discussion turned to how the Senate would like to proceed. Those options were as follows: do nothing, discuss [Procedure 1002](#) during a Q&A with campus administrators and/or the Office of Legal Affairs at the March Faculty Senate Meeting, request that the President call a special meeting of the Faculty Senate in accordance with Article III.A of the Faculty Senate Bylaws, obtain an independent legal review of [Procedure 1002](#), and/or request the National AAUP investigate the matter. It was noted that before any national investigation is requested, we need to do our own research into the matter as well as exhaust all possibilities within the university and the USG. Several faculty senators favored seeking an advisory letter from the AAUP, but after some faculty noted that the AAUP would expect faculty at UWG to gather all information and exhaust all other options before seeking help from the AAUP, it was agreed that the next step the Faculty Senate would take would be to request in writing that President Kelly convene a special meeting of the Faculty Senate before the regularly scheduled March 26, 2021 Senate Meeting.

8. Announcements

A) General Education Assessment Committee Update, Amanda Thomas

After thanking everyone for their hard work on GenEd Assessment, Ms. Thomas stated that we are on track for our next reaffirmation report with SACSCOC in 2023. Angela Insenga will be requesting the Spring 2021 artifacts soon, and Ms. Thomas noted that her email will include specific instructions on artifact collection, collection deadlines, as well as various tutorial videos on how to export data and create quizzes. The new assessment software, Xitracs, is available and they have created tutorials and user manuals to help with the transition. Lastly, Ms. Thomas stated that general assessment tools should be assigned even if you are not in a collection phase, as the tool has been developed to be a part of the course curriculum and not specific to GenEd Assessment. Please contact Ms. Thomas or Dr. Insenga with any questions.

B) General Education Redesign Update, Angela Pashia

1) [UWG General Education Redesign Website](#)

The timeline for the redesign of the General Education Curriculum has been delayed due to COVID, and UWG is still waiting for official information from the USG about the final version. In the meantime, the UWG Committee created to work on this redesign locally is focused on trying to identify what has been successful in the current Core Curriculum, and they are planning to survey students, faculty, and alumni on their thoughts. Angela Pashia and/or Tim Schroer will update the website linked above, as well as the Faculty Senate, when new information becomes available.

C) Faculty Senate Bylaws Website, Harry Nelson ([Figure 7](#))

At the beginning of the academic year, Dr. Nelson began working as a liaison between the Senate Rules Committee, the Provost's Office, and the Office of Legal Affairs. As such, one of his tasks is to provide more accessibility to the Senate Bylaws through the creation of a new searchable website. His presentation gave an overview of the website with a particular focus on the information and features available. (See [February 19, 2021 Zoom Meeting](#), beginning at 3:22:45)

9. Adjournment

The meeting adjourned at 4:20 pm.

Respectfully submitted by Colleen Vasconcellos,
Executive Secretary of the Faculty Senate and General Faculty

Figure 1

UWG NEW ACADEMIC PROGRAM CONCEPT PROPOSAL

The short concept proposal provides a means by which potential programs may achieve consensus and support from relevant UWG constituencies prior to generating a full proposal. Once consensus is agreed upon that a program can be supported in concept, the full program proposal can be completed and submitted through normal governance processes for approval.

College/School:

Department:

Name of Proposed Program:

Degree Level:

Major and CIP Code:

Desired Start Date:

- 1) Briefly describe how the proposed program consistent with the mission and strategic plan of the University. Please address placemaking, relevance, and competitiveness.
- 2) Provide the rationale for developing the proposed new academic program. Consider including information regarding preliminary market demand analyses and potential student populations. Does it have characteristics that are distinctive from similar programs offered by the USG.
- 3) What is the anticipated delivery method(s) and projected enrollment for the program? On what basis were those enrollment estimates developed?
- 4) Is it consistent with the strength and core competencies of the department?
- 5) Briefly describe the anticipated resources needs for the proposed program. Consider including information about faculty workload, program administration, campus facilities, specialized equipment, and accreditation.
- 6) Discuss in general terms the budgetary impact of delivering the program. Consider including the realignment of resources.
- 7) Is the program free from duplication or competition with a current or planned program within the university? Is an existing program or major being recommended for termination or deletion?
- 8) How will this program enhance the reputation of UWG? Please list business or other community partners who may be prepared to provide advocacy and support for the proposed program.

Approval by Dean and Date:

Approval by President or Senior Vice President for Academic Affairs and Date:

Advanced Placement Policy (AP)

Advanced Placement (AP) scores must be reported to the University of West Georgia directly from the College Board. The UWG college code is 5900. More information can be found by visiting the College Board's website at <https://apscore.collegeboard.org/scores>

Please refer to the chart below to determine course equivalency, credit earned, and exemption information.

Scores of 4 or 5 on AP exams are granted "Honors credit" for the UWG course equivalents. These courses count toward the 10 honors classes required for Honors College graduation.

Questions concerning the policy should be directed to the Registrar's Office Transfer Team by emailing transfer@westga.edu or calling (678) 839-6438.

Subject	AP Exam	Score	UWG Course Equivalent	UWG Hours
Art	Art History	3	ART 1201	3
	Art History	4	ART 2201 or ART 2202	3
	Art History	5	ART 2201 and ART 2202	6
	2D/3D Art and Design	4	ART 1006 or ART 1009	3
	2D/3D Art and Design	5	ART 1006 and ART 1009	6
	Drawing	4	ART 1007 or ART 1008	3
	Drawing	5	ART 1007 and ART 1008	6
Biology	Biology	4	BIOL 1107 and 1107L	4
	Biology	5	BIOL 1107 and 1107L and BIOL 1108 and 1108L	8
Chemistry	Chemistry	2	CHEM 1151K	4
	Chemistry	3	CHEM 1211 and 1211L	4
	Chemistry	4-5	CHEM 1211 and 1211L and CHEM 1212 and 1212L	8
Computer Science	Computer Science A or B	4-5	CS 1301	4
	Computer Science Principles	5	CS 1300	4
Economics	Economics Macro	3-5	ECON 2105	3
	Economics Micro	3-5	ECON 2106	3
English*	English Literature and Composition	3-4	ENGL 1101	3
	English Literature and Composition	5	ENGL 1101 and 1102	6
	English Language and Composition	3-4	ENGL 1101 or ENGL 1102	3
	English Language and Composition	5	ENGL 1101 and 1102	6

Environmental Science	Environmental Science	3-5	ENVS 2202	3
Foreign Languages	French, German, and Spanish	2	Exemption of 1001 and 1002	0
	French, German, and Spanish	3	2001	3
	French, German, and Spanish	4	2001 and 2002	6
	French, German, and Spanish	5	2001 and 2002 and XIDS Elective	9
Geography	Human Geography	3-5	GEOG 1013	3
History	World History: Modern	3-4	HIST 1111 or 1112	3
	World History: Modern	5	HIST 1111 and 1112	6
	United States History	3-4	HIST 2111 or 2112	3
	United States History	5	HIST 2111 and 2112	6
	European History	3-4	HIST 1111 or 1112	3
	European History	5	HIST 1111 and 1112	6
Mathematics	Calculus AB	3-4	MATH 1113 and 1634	8
	Calculus AB	5	MATH 1113, 1634, and 2644	12
	Calculus BC	3	MATH 1113 and 1634	8
	Calculus BC	4-5	MATH 1113, 1634, and 2644	12
	Statistics	3-5	MATH 1401	3
Physics	Physics C-Mechanics	3-5	PHYS 1111 and 1111L	4
	Physics 1	3-5	PHYS 1111 and 1111L	4
	Physics 2	3-5	PHYS 1112 and 1112L	4
Political Science	Government and Politics: US	3-5	POLS 1101	3
Psychology	Psychology	3-5	PSYC 1101	3

* UWG awards credit for both the English Literature or English Language exam, if both are taken and passed.

Figure 3

Faculty Handbook

Modification of 104.028 Appeal for Reconsideration

APPROVED REVISED VERSION

104.0208 Appeal for Reconsideration

The first appeal shall be directed to the committee(s), which originally conducted the faculty member's post-tenure review. Within fifteen (15) University Business Days of receipt of an appeal, the committee(s) shall carefully re-evaluate the faculty member's file in light of the written appeal. This evaluation shall be made in accordance with the procedure established for initial consideration and shall replace this party's previous evaluation of the faculty member. If, upon re-examination of the case, the original review committee(s) see(s) no reason to alter its/their recommendation(s), the faculty member may appeal within thirty (30) University Business Days to the University-wide Appeals Committee for Post-Tenure Review. By March 1 of each year, the Provost and Vice President for Academic Affairs will notify in writing the deans that nominees must be solicited from among the tenured faculty in each of these units and that a university-wide election must take place by the end of the Spring term to select tenured faculty from each unit to constitute a University-wide Appeals Committee for Post-Tenure Review to hear any post-tenure review appeals. Duly elected tenured faculty members from each college, school, and the library will constitute the University-wide Appeals Committee for Post-Tenure Review:

College of Arts, Culture, and Scientific Inquiry: 1
School of Mass Communications 1
Richards College of Business: 1
College of Education: 1
School of Nursing: 1
The Ingram Library: 1
University College: 1

The Provost and Vice President for Academic Affairs shall be responsible for calling the initial meeting of this committee. At the initial meeting, the members of the committee shall elect one of its faculty members as chair, who will be a voting member of the committee.

The committee shall meet at the call of its committee chair. The committee chair shall review the applicable departmental, college, school, library and university policies and procedures governing post-tenure review so that committee members will be aware of these before any review process begins.

Any faculty member appealing for reconsideration shall state in writing the grounds for his or her request and shall include in this appeal such additional material as is pertinent.

The documentation submitted by each faculty member, including that regarding the grounds for his or her appeal, shall be reviewed by committee members prior to committee meetings. 36/59 Within fifteen (15) University Business Days of receipt of an appeal, the University-wide Appeals Committee for Post-Tenure Review shall carefully evaluate the faculty member's file in light of the written appeal. This evaluation shall be made in accordance with the procedure established for initial consideration (e.g., voting on a colleague's status with regard to the posttenure review shall be by secret ballot; each faculty member being reviewed shall be evaluated as either Does Not Meet, Meets or Exceeds Expectations with regard to his or her overall accomplishments; to be adjudged as Does Not Meet Expectations, faculty under review must receive votes of Does Not Meet Expectations from at least sixty percent (60%) of the voting members of the committee). The committee chair, in consultation with the other members of the University-wide Appeals Committee for Post-Tenure Review shall prepare a written evaluation for each faculty member reviewed on appeal during post-tenure review. This evaluation must be signed by all members of the committee and must provide specific reasons for conclusions contained within it. It should report the recommendation arrived at by the University-wide Appeals Committee for Post-Tenure Review with regard to a faculty member's performance; address the faculty member's record of accomplishments and quality of contributions with regard to teaching, academic achievement, service and professional growth and development; clarify any areas needing improvement; and, where applicable, offer specific suggestions on what will be needed to improve performance. This evaluation must be written as clearly and collegially as possible. This evaluation shall take precedence over the previous evaluation of the faculty member. The evaluation of this committee shall be forwarded to the faculty member under review, the appropriate department chair or unit supervisor, the appropriate dean, and the Provost and Vice President for Academic Affairs.

Figure 4

UWG Academic Policies Index

UWG Procedure Number 2.4.3, Post-Tenure Review

Authority: UWG Policy 2.4, (Recurring Faculty Evaluations)

Modification of Section F. Appeal for Reconsideration

APPROVED REVISED VERSION

F. Appeal for Reconsideration

The first appeal shall be directed to the committee(s), which originally conducted the faculty member's post-tenure review. Within fifteen (15) University Business Days of receipt of an appeal, the committee(s) shall carefully re-evaluate the faculty member's file in light of the written appeal. This evaluation shall be made in accordance with the procedure established for initial consideration and shall replace this party's previous evaluation of the faculty member. If, upon re-examination of the case, the original review committee(s) see(s) no reason to alter its/their recommendation(s), the faculty member may appeal within thirty (30) University Business Days to the University-wide Appeals Committee for Post-Tenure Review. By March 1 of each year, the Provost and Vice President for Academic Affairs will notify in writing the deans that nominees must be solicited from among the tenured faculty in each of these units and that a university-wide election must take place by the end of the Spring term to select tenured faculty from each unit to constitute a University-wide Appeals Committee for Post-Tenure Review to hear any post-tenure review appeals. Seven duly elected tenured faculty members, apportioned as follows, will constitute the University-wide Appeals Committee for Post-Tenure Review:

College of Arts, Culture, and Scientific Inquiry: 1

School of Mass Communication: 1

Richards College of Business: 1

College of Education: 1

School of Nursing: 1

The Ingram Library: 1

University College: 1

The Provost and Vice President for Academic Affairs shall be responsible for calling the initial meeting of this committee. At the initial meeting, the members of the committee shall elect one of its faculty members as chair, who will be a voting member of the committee.

The committee shall meet at the call of its committee chair. The committee chair shall review the applicable departmental, college, school, library and university policies and procedures governing post-tenure review so that committee members will be aware of these before any review process begins.

Any faculty member appealing for reconsideration shall state in writing the grounds for his or her request and shall include in this appeal such additional material as is pertinent.

The documentation submitted by each faculty member, including that regarding the grounds for his or her appeal, shall be reviewed by committee members prior to committee meetings. 36/59 Within fifteen (15) University Business Days of receipt of an appeal, the University-wide Appeals Committee for Post-Tenure Review shall carefully evaluate the faculty member's file in light of the written appeal. This evaluation shall be made in accordance with the procedure established for initial consideration (e.g., voting on a colleague's status with regard to the posttenure review shall be by secret ballot; each faculty member being reviewed shall be evaluated as either Does Not Meet, Meets or Exceeds Expectations with regard to his or her overall accomplishments; to be adjudged as Does Not Meet Expectations, faculty under review must receive votes of Does Not Meet Expectations from at least sixty percent (60%) of the voting members of the committee). The committee chair, in consultation with the other members of the University-wide Appeals Committee for Post-Tenure Review shall prepare a written evaluation for each faculty member reviewed on appeal during post-tenure review. This evaluation must be signed by all members of the committee and must provide specific reasons for conclusions contained within it. It should report the recommendation arrived at by the University-wide Appeals Committee for Post-Tenure Review with regard to a faculty member's performance; address the faculty member's record of accomplishments and quality of contributions with regard to teaching, academic achievement, service and professional growth and development; clarify any areas needing improvement; and, where applicable, offer specific suggestions on what will be needed to improve performance. This evaluation must be written as clearly and collegially as possible. This evaluation shall take precedence over the previous evaluation of the faculty member. The evaluation of this committee shall be forwarded to the faculty member under review, the appropriate department chair or unit supervisor, the appropriate dean, and the Provost and Vice President for Academic Affairs.

Figure 5

Optional Extension Policy on Faculty Professional Review – 2021

Given the ongoing potential for disruption to scholarship/research that COVID-19 presents in 2021, the University of West Georgia is providing a **second round** for tenure-track faculty to declare whether they want to “pause” their promotion/tenure review, extending by one year.

Normal progress toward tenure or post-tenure review may be interrupted or slowed because of COVID-19. Consequently, President Kelly exercised his authority to extend timelines for professional review of faculty by one year. In summary:

- Tenure-track faculty may request to extend their third-year review by one year.
- Tenure-track faculty may request to extend their tenure review by one year.
- Tenured faculty may request to extend their post-tenure review by one year.

Save for faculty members in their terminal year, any in these ranks may request an extension, and there are no extra criteria.

This one-year extension will not count toward the Family Medical Leave Act extension available for qualifying events. Further, any faculty member who wants to apply for promotion/tenure according to their standard eligibility schedule may do so.

The optional one-year pause in 2021 is independent of any action that the faculty member may have elected in 2020. As a result, if the faculty elected to extend in 2020 and they elect to extend in 2021, this results in a two-year extension.

Faculty are encouraged to fully understand their options and timeline before making an election to extend promotion/tenure for a year.

Optional Extension on Faculty Professional Review Procedure

The procedure for faculty members who want to obtain an optional one-year extension because of the disruption:

1. The faculty member must inform their Chair, in writing, of their request to extend by one year **by March 10, 2021.**
2. The Chair will confirm receipt, review the faculty member’s timeline for review, and seek approval, in writing, from the Dean **by March 17, 2021.**
3. The Dean will confirm receipt, review the faculty member’s timeline for review, and seek approval, in writing, from the Provost **by March 24, 2021.**
4. The Provost will confirm receipt, review the faculty member’s timeline for review, and review their request. If the request is approved, the Provost will supervise the adjustment to the faculty member’s timeline and provide written documentation for the faculty member. All responses will be completed by the Provost **by March 31, 2021.**

Figure 6.1

UWG *Polices and Procedure Manual*

Modification of Article IV, Section 2.F

APPROVED REVISED VERSION

F. The Executive Committee of the Faculty Senate

The Faculty Senate shall include an Executive Committee with the following functions and composition.

1. Functions. The Executive Committee shall have broad responsibility for:

- a. Planning and facilitating the activities of the Senate, including the following functions: assign senators to Senate standing committees and subcommittees; create ad hoc Senate committees and assign senators; assign senators to such non-senate university committees, task forces and search committees as may be needed; propose any legislation to the Senate the Executive Committee may deem appropriate.
- b. Overseeing the election of the officers of the Senate, including receiving nominations, organizing and supervising elections, monitoring compliance, adjudicating challenges, and certifying the results.
- c. Interviewing candidates for university-wide positions and provide evaluations to the appropriate search committees.

2. Composition. The Executive Committee shall be composed of the chairs of the Senate standing committees, the Chair of the Senate, the Chair-Elect or Past Chair of the Senate, the Executive Secretary, the President of the UWG Chapter of the AAUP, the President of the University, and the Provost of the University.

Approved by the Faculty Senate on October 16, 2020 with 41 in favor, 4 opposed, and 3 abstentions. See the [Faculty Senate October 16, 2020 Meeting Minutes](#), which were unanimously approved on November 13, 2020.

Figure 6.2

President Kelly's Veto Statement in Response to the Modifications to UWG Policies and Procedures Manual Article IV, Section 2.F. approved on October 16, 2020

Committee X: Rules Committee (Angela Branyon, Chair)

Action Items:

A) UWG *Policies and Procedures Manual*

1) Article IV, Section 2.F

Request: Modify

Item approved with 41 in favor, 4 opposed, and 3 abstentions. Item will be brought to the General Faculty for a vote according to Article IV, Section 3 of the Policies and Procedures Manual. This vote will take place in mid-November 2020.

Recognizing the importance of shared governance and the importance of Faculty Senate as a representative voice of the faculty in shared governance, it is imperative that the Faculty Senate and any Faculty Senate subcommittee, including the Faculty Senate Executive Committee, consist of members of the faculty who are directly selected by the academic units at the University of West Georgia. Modifying the membership of the Faculty Senate or the Faculty Senate Executive Committee to include others who are selected by means outside of the academic units of UWG may dilute the direct, representative voice and work of the UWG faculty. Consequently, I do not accept this motion.

See [President Kelly's Response to the October 16, 2020 Faculty Senate Meeting Minutes](#) submitted on January 25, 2021.

Figure 6.3

[UWG Policies and Procedures, pp 30, 34:](#)

"Upon receipt of a recommendation from the Senate, the President within thirty (30) days, shall either approve or disapprove the recommendation. The recommendations will become official policy when approved by the President, except when approval by the Chancellor or Board of Regents is required. If a recommendation from the Senate to the President is not accepted, the President shall report in writing to the Senate his or her reasons for rejecting the recommendation and upon two-thirds vote of the Senate the matter shall be referred to the General Faculty for consideration and recommendation...All actions of the General Faculty shall be in the form of recommendations to the President of the University. Should the President approve these actions, he or she shall inform the General Faculty at the next regular or special meeting, of the actions taken to implement these recommendations. If any action of the General Faculty should be vetoed by the President, the President shall, no later than thirty (30) days after the action by the General Faculty, submit to the General Faculty in writing his or her reasons for rejecting the action. If the matter should be approved again by a two-thirds vote of the General Faculty, a quorum being present and voting, the issue shall be submitted by the President to the Chancellor's Office for consultative purposes." - *Policies and Procedures*, pp. 30, 34.

Figure 7



INFORMATION ITEM

TEMPLATE PRESENTATION

For the sake of easier access to the information in the Faculty Senate Bylaws, we have prepared an online template.

Word Document We started with a word document based on related work of the Rules Committee.

Online Version We've developed an online version based on an example from Georgia State.

Please enjoy this informational presentation.

TEMPLATE PRESENTATION

A model from Georgia State

<https://senate.gsu.edu/about/senate-bylaws/>

The UWG Template

We have a [Word Document](#) as a Source

We have an [Online Template](#) as a new Resource

THANK YOU!

Dr. Harry Nelson

DPA

hnelson@westga.edu

678-839-4903