

Rules Committee Agenda

UWG Rules Committee Meeting Agenda  
Meeting Agenda

Meeting Date: 08/19/2021

Meeting Time: 8:00 AM

Meeting Location: Online Google Meet link:

[meet.google.com/kfz-dbym-cpw](https://meet.google.com/kfz-dbym-cpw)

Chair: Angie Branyon

FGC Membership

Name	email	Department	Role	Attendance
Angie Branyon	abranyon	Educational Technology & Foundations (ETF) -- 2024	Chair	X
Nadejda Williams	nwilliam	College of Art, Culture, and Scientific Inquiry (CACSI) 2022	Senator	X
Amanda Shoemake	amandas	University College (UC) 2024	Senator	X
Jack Wei	jwei	Richards College of Business (RCOB) 2024	Senator-at-large	X
Jamie Brandenburg	jbranden	College of Education (COE) 2024	Senator-at large	X
John Sewell	johns	School of Communication, Film & Marketing (SCFM) 2023	Representative	X
Stacey Morin	scarter	University College (UC) 2023	Representative	X
Alison Hollingsworth	alisonh	Richards College of Business (RCBH) 2022	Representative	
Jennifer Heidorn	jheidorn	College of Education (COE) 2022	Representative	X
Cynthia Johnson	jcyntia	Tanner Health System School of Nursing (THSSON) 2023	Representative	
Craig Schroer	craig	LIBR	Representative	X
Kristi Carmen	kcarmen	University Counsel		
Ralitsa Akins	rakins	Vice Provost		X
Harry Nelson	hnelson	Administrative Manager Academic Affairs		X

## Rules Committee Agenda

### Meeting Agenda Items

1. Welcome
2. Accomplished Last Year:
  - Census of faculty per college and an reapportionment of senate representation
  - New purposes for every committee passed through and were approved by Senate at June 2021 Meeting and General Faculty Meeting in August 2021
3. Rules Committee Purpose:

**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.
4. Rules Committee Charge:
  - 1) Review the UWG *Policies and Procedures* and decide what updates are necessary and what role the *Policies and Procedures* should have in our current university policy structure.
  - 2) Review the Faculty Handbook and suggest a plan of revision.
  - 3) Continue to monitor new policy proposals that are posted by the Office of Legal Affairs.
5. Harry Nelson presentation of new Policy Agenda

Here are the current priorities that I'm bringing to the rules committee from Legal Affairs (you'll find that, for the most part, these are in line with your current charges):

- To revise the document titled **University Policies and Procedures** found on the Provost's homepage (<https://www.westga.edu/administration/vpaa/assets/docs/faculty-resources/PoliciesProcedures.pdf>)
  - Example of need:

In January of 2020, a federal EEOC investigator noted that our EEO statement did not include the right verbiage. One of our webpages included an EEO statement that did not include pregnancy, gender identity, sexual orientation, or genetic information. UWG now has an updated EEO statement that includes this verbiage (<https://www.westga.edu/hr/employment-tools.php>). Our **University Policies and Procedures** document, and by reference, our **Faculty Handbook** are out of compliance.

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- To review and revise the **Faculty Handbook** to ensure compliance with federal and state regulations.
- To introduce the **UWG PolicyStat Library** (<https://uwg.policystat.com/>) as a resource used by OLA.
- To review informational, stop-gap and emergency revisions to policy when needed.

### Notes:

Faculty driven policies are the focus of the rules committee.

University website managers need to be involved when we find dead links, zombie links, etc. Contacting [web@westga.edu](mailto:web@westga.edu) might be a good first step.

UWG searching via google is also helpful if you add "site:[westga.edu](http://westga.edu)"

Do we maintain print versions of the faculty handbook?