

Rules Committee
Agenda for 9/25/18 meeting at 8:45pm (SON Room #200)

1. Minutes:

Any Changes, Additions, Modifications

Minutes from the 4/19/18 Meeting were approved [with an electronic ballot](#).

2. Regular Agenda Items:

- a. UWG Institutional Procedures, Section 2. Academic Affairs. Rules committee members will revise/reformat the UWG [Procedures](#) within each area of Section 2.0 using the [UWG Procedure form](#). Review the Faculty Handbook for the rules/regulations offered and offer revisions as necessary. The “assignments” are listed below (Rules committee member listed, new Policy name, and old [UWG Faculty Handbook](#) number):

Susana: [Introduction to the Rules Committee \(Faculty Handbook, BOR Policies, Policies and Procedure\)](#)

Susana: [Dismissal Process- 105](#) (previous item)

Anthony: [Time Limits for Tenure 103.0402](#)

Susana: [Criteria for Promotion 103.0302](#)

Charlie: [Criteria for Tenure \(103.0403 through 103.0602\)](#) (previous item)

Yun: [Evaluation Process \(103.0201; 103.0202\)](#)

Laura: [Appeal of Negative Evaluation 103.0202](#)

Anja: [Annual Evaluation 104.0101](#)

Shannon: [Pre-Tenure Review \(Third Year Review\)](#)

Georgina: [Post-Tenure Review \(104.02\)](#)

Tammy: [Evaluation of Chairs \(104.06\)](#)

Brent: [Evaluation of Deans \(104.06\)](#)

Angela:

For further information, please review the Policy website at <https://www.westga.edu/policy>.

You will find the “Policy Index” listed under the “UWG Policies” dropdown menu. In addition, there are policies for review listed under the “Policies for Comment” section.

3. Additional Agenda Items:

- a. Election of the committee chair elect: Each committee of the Faculty Senate needs to have a chair elect, who should be one of the senators currently in the committee.

4. Informational Items:

A. Senate – Rules Committee... 2017-2018 Members List

Senate Members		
Velez-Castrillon, Susana (Chair)	svelez@westga.edu	Senate-RCOB (2019)
Branyon, Angela	abranyon@westga.edu	Senate - COE, 2021
Miller, Laura	lmiller@westga.edu	Senate – COAH (2020)
Remshagen, Anja	anja@westga.edu	Senate- COSM(2020)
Faculty Members		
DeWeese, Georgina	gdeweese@westga.edu	Faculty – COSM (2019)
Vito, Anthony	avito@westga.edu	Faculty- COSS (2019)
Finck, Shannon	sfinck@westga.edu	Faculty - COE (2020)
Cheng, Yun	ycheng@westga.edu	Faculty – RCOB (2020)
Gilles, Brent	bgilles@westga.edu	Faculty - COE (2020)
McClenny, Tammy	tmccleenn@westga.edu	Faculty - TSON (2019)
Sicignano, Charlie	charlie@westga.edu	Faculty- Library (2020)
Administrators		
Jenks, David	djenks@westga.edu	Administrator - Associate VP for Academic Affairs
Simpson, Jane	jsimpson@westga.edu	University General Counsel
<p>Rules Email list: svelez@westga.edu, abranyon@westga.edu, lmiller@westga.edu, anja@westga.edu, gdeweese@westga.edu, avito@westga.edu, sfinck@westga.edu, ycheng@westga.edu, bgilles@westga.edu, tmccleenn@westga.edu, charlie@westga.edu, djenks@westga.edu, jsimpson@westga.edu</p>		

B. Rules/Senate Agenda Meeting Schedule 2018-2019

Rules Meetings (Tuesdays)	Rules SON room/ Time	Senate Agenda Deadline	Senate & Exec. Committee Meetings	Senate Meetings Location/Time	Executive Committee Location/Time
Dates	SON #200	Dates	Dates	Location TSON 106	Location TSON 200
9/25/18	8:45 – 10:45	10/5/18	10/12/18	3:00pm	2:00pm/
10/23/18	8:45 – 10:45	11/2/18	11/09/17	3:00pm	2:00pm/
11/27/18	8:45 – 10:45	11/30/18	12/07/18	3:00pm	2:00pm/
1/22/19	8:45 – 10:45	2/15/19	2/22/19	3:00pm	2:00pm/
2/26/19	8:45 – 10:45	3/23/19	3/29/19	3:00pm	2:00pm/
3/26/19	8:45 – 10:45	4/20/19	4/19/19	3:00pm	2:00pm/
4/30/19	8:45 – 10:45			3:00pm	2:00pm/
*5/28/19	8:45 – 10:45				
*6/25/19	8:45 – 10:45	6/7/19	6/14/19	3:00pm	2:00pm/
*7/23/19	8:45 – 10:45	7/12/19	7/19/19	3:00pm	2:00pm/

* these meetings will be scheduled if there are pending agenda items

C. Rules Committee purpose per UWG Policy 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)

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