



FACULTY SENATE

Est. 1991

Eric Howington
President

Debbie Paine
**Vice President/
President Elect**

Crystal Randolph
Secretary

Dee Ott
Parliamentarian

Brian Ring
Past President

Agenda April 18, 2019, 3:30 pm University Center Magnolia Room

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

Special Request: At the request of the Senate's Executive Committee (fsec@valdosta.edu), any actions sent to the President (ebhowington@valdosta.edu) for possible inclusion in the Senate agenda should be accompanied by a written document with the rationale and purpose of the request. The Executive Committee requests that these documents be submitted via email as Word.doc attachments.

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please use the microphones to assist with accurate recording. All senators must sign the roster in order to be counted present. If you have a senator's proxy, please place their name tag beside your name tag on the table in front of you.

1. Call to Order – Eric Howington
2. Reading of proxies obtained prior to the meeting; Request additional proxies for those not given from Senators in attendance – Crystal Randolph.

Note: Please send an email to Crystal Randolph (crandolph@valdosta.edu) regarding proxies a minimum of one (1) week prior to the scheduled Faculty Senate meeting or as soon as possible if an unexpected absence needs to occur.

3. **Approval of the minutes of the March 28, 2019 meeting of the Faculty Senate.** <http://www.valdosta.edu/administration/faculty-senate/minutes.php> (See link here for minutes for all faculty senate meetings).
4. Updates from President's Office: Dr. Carvajal
5. Updates from USG Faculty Council: Brian Ring

6. Old & Unfinished Business

a. Statutory Committee Reports

- i. Academic Committee (fs-stat-ac@valdosta.edu) – Sheri Gravett; Find agendas and minutes here:

<https://www.valdosta.edu/academics/registrar/academic-committee.php>

- ii. Committee on Committees (fs-stat-coco@valdosta.edu) – Catherine Bowers
- iii. Faculty Affairs (fs-stat-fa@valdosta.edu) – Ryan Smith

The Faculty Affairs Committee will present recommendations regarding the remaining proposed changes to the UTPC document. (The changes to section 1.2 were approved by the Faculty Senate in April 2018.)

Please see Attachment A for explanations of the proposed changes.

The full document detailing the proposed changes is found at the following link:

<https://www.valdosta.edu/academics/academic-affairs/documents/tenure-and-promotion-policies-and-procedures-18.pdf>

- iv. Faculty Grievance Committee (fs-stat-fgc@valdosta.edu) – Deborah Davis
- v. Institutional Planning Committee (fs-stat-ipc@valdosta.edu) – Mitch Lockhart

- b. Meeting minutes from the various committees should be sent to fsec@valdosta.edu **AND** to archives@valdosta.edu with “Archives Faculty Senate Papers” in the subject line. Please label minutes documents as shown in the following examples:

- i. Technology_Minutes_04-29-2018
- ii. Academic_Honors_and_Scholarship_Minutes_08-28-2018

Thank you for your assistance in getting and keeping our records up to date. ☺

7. New Business

- a. Standing Committee Reports: Committee Chairs – Forward your revised bylaws to fsec@valdosta.edu.

- i. Academic Honors & Scholarships (fs-stand-ahs@valdosta.edu) – Blaine Brown
- ii. Academic Scheduling & Procedures (fs-stand-asp@valdosta.edu) – Jennifer Branscome
- iii. Athletic Committee (fs-stand-ac@valdosta.edu) – Napoleon Bamfo
- iv. Diversity and Equity Committee (fs-stand-dec@valdosta.edu) – Anurag Dasgupta
- v. Educational Policies (fs-stand-ep@valdosta.edu) – Kelly Davidson
- vi. Environmental Issues (fs-stand-ei@valdosta.edu) – Donald Thieme
- vii. Faculty Scholarship (fs-stand-igc@valdosta.edu) – Luis Gonzalez
- viii. Internationalization and Globalization Committee (fs-stand-igc@valdosta.edu) – Cindy Tori
- ix. Library Affairs (fs-stand-la@valdosta.edu) – Mary Block
- x. Student Affairs (fs-stand-sa@valdosta.edu) – Jamie Workman
- xi. Technology Committee (fs-stand-tc@valdosta.edu) – Attila Cseh

- b. **Voting for Faculty Senate officer positions: Vice President/President-Elect, Secretary, and Parliamentarian. Pres/VP nominations: Kelly Davidson; Secretary nominations: Bobbie Ticknor; Parliamentarian nominations: Dee Ott.**

8. General Discussion

- a. End of year committee reports: Committee chairs -- Submit your reports, using the template provided on the FS webpage (<https://www.valdosta.edu/administration/faculty-senate/documents/annual-report-form-2017.docx>), by April 30.
- b. Committee Minutes: Please submit all committee minutes for AY 2018-19 by June 30. Submit minutes to both fsec@valdosta.edu **AND** to archives@valdosta.edu with "Archives Faculty Senate Papers" in the subject line.
- c. Recognition of outgoing Senators and Officers. Thank you for your service to VSU!

9. Adjournment

Attachment A: Justification for UTPC Revisions

Note: The changes to Section 1.2 were approved by the Faculty Senate in April 2018. The remaining changes were remanded to the Faculty Affairs committee for further consideration.

Academic Affairs Link to UTPC revisions: <https://www.valdosta.edu/academics/academic-affairs/documents/tenure-and-promotion-policies-and-procedures-18.pdf>

Proposed Changes to the University Tenure and Promotion Document Spring 2018

The proposed changes have been approved by the University Tenure and Promotion Committee (UTPC) as well as the Deans' Council. Most of the changes simply reflect upcoming organizational changes at VSU or include language from the BOR which already governs our tenure and promotion decisions. The following is a brief justification for each change:

1.2 Committee Membership (pages 1-2)

The position of Dean of the Graduate School will become the Associate Provost for Graduate Studies. To provide stable leadership for the chair of the UTPC and to keep the review process independent of the Provost's office, the proposal is to have the Dean of the Honors College serve as the chair of the UTPC. The Dean of the Honors College is independent of all the tenure and promotion reviews in the various academic colleges and can facilitate the work of the UTPC. With the College of Arts and Sciences splitting into the College of Science and Mathematics as well as the College of Humanities and Social Sciences, the language at the bottom of page one and top of page 2 reflects this organizational change. Two UTPC members will serve from the College of Science and Mathematics along with two from the College of Humanities and Social Sciences. The College of Humanities and Social Sciences will have slightly more faculty than the College of Education and Human Services (COEHS). COEHS will have two UTPC members under the proposed changes to reflect the number of faculty and balance with the other colleges.

3.1.2 Table 1 (page 6)

VSU has promoted faculty who are not in a tenure-track position. The highlighted language in the first two columns of Table 1 simply reflects what has been the institutional practice of promotion of non-tenure track faculty to various ranks. These cells are currently blank in our document.

"Completed" has been added to Table 1 to clarify the minimum number of years required in rank prior to promotion to the next rank.

3.2.2 C General Guidelines for Dossier Documents (page 11)

Some academic colleges at VSU prohibit any additional materials from being added to the dossier by the candidate once it is submitted to the department at the beginning of the process. Other academic colleges allow materials to be added by the candidate after review by the departmental committee or even after review by the college committee. The UTPC has suggested consistency across our colleges and the language proposed in this section attempts to address this inconsistency and potential procedural due process error in how we review dossiers.

3.4 Extension of the Tenure Probationary Period Due to Family Medical Event (pages 11-12)

VSU faculty have requested to go “off the tenure clock” but we have no language in our university document to address such requests. The language at the bottom of page 11 comes from the University System of Georgia.

The language at the top of page 12 addresses those cases where a faculty member has gone “off the tenure clock” but subsequently requests to have that time counted as years of service towards a tenure action. The practice at VSU has been to deny such requests which would be codified in the proposed language.

3.6 Maximum Time that May Be Served in Full-time Instructional Appointments (page 12)

This language comes directly from the Board of Regents of the University System of Georgia.