

## College of Education Faculty Handbook Links for 2004-2005

(4/30/06)

Topic	Link
Organizational Chart	<a href="http://coe.westga.edu/About/Documents/CoeOrganizationalFlowChart.pdf">http://coe.westga.edu/About/Documents/CoeOrganizationalFlowChart.pdf</a>
Conceptual Framework	<a href="http://coe.westga.edu/About/ConceptualFramework/default.asp">http://coe.westga.edu/About/ConceptualFramework/default.asp</a>
Committees (College of Education)	<a href="http://coe.westga.edu/intranet/Secure/Committees/default.asp">http://coe.westga.edu/intranet/Secure/Committees/default.asp</a>
Course Syllabi Format	<a href="http://coe.westga.edu/intranet/">http://coe.westga.edu/intranet/</a>
Faculty Governance Council Bylaws	<a href="http://coe.westga.edu/intranet/Secure/Committees/FacultyCouncil/default.asp">http://coe.westga.edu/intranet/Secure/Committees/FacultyCouncil/default.asp</a>
College of Education Faculty Annual Report Forms Report of Instruction Form Course Evaluation Summary Form Individual Goals for Development and Evaluation Form Individuals should check with their department to make sure these are the forms they should use.	<a href="http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp">http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp</a>
Faculty Promotion and Tenure Criteria and Annual Evaluation Information	<a href="http://coe.westga.edu/intranet/Secure/Forms/Forms/FacultyDev/default.asp">http://coe.westga.edu/intranet/Secure/Forms/Forms/FacultyDev/default.asp</a>
Post-Tenure Review – University	<a href="http://www.westga.edu/~vpaa/handrev/104.html#104.02">http://www.westga.edu/~vpaa/handrev/104.html#104.02</a>
Post-Tenure Review – College Guidelines	<a href="http://coe.westga.edu/about/facultyhandbook/COEPostTenureReviewGuidelines.doc">http://coe.westga.edu/about/facultyhandbook/COEPostTenureReviewGuidelines.doc</a>
General Procedures for the Promotion and Tenure Process	<a href="http://www.westga.edu/~vpaa/handrev/103.html#103.02">http://www.westga.edu/~vpaa/handrev/103.html#103.02</a>
Contents for the Submission of Dossier for P and T	<a href="http://www.westga.edu/~vpaa/handrev/103.html#103.03">http://www.westga.edu/~vpaa/handrev/103.html#103.03</a>
Curriculum Vitae	<a href="http://www.westga.edu/~vpaa/handrev/103.html#103.04">http://www.westga.edu/~vpaa/handrev/103.html#103.04</a>
Criteria for Promotion and Tenure	<a href="http://www.westga.edu/~vpaa/handrev/103.html#103.05">http://www.westga.edu/~vpaa/handrev/103.html#103.05</a>
NCATE and PSC Standards, Procedures, and Policies	<a href="http://coe.westga.edu/About/Accreditation/Default.asp">http://coe.westga.edu/About/Accreditation/Default.asp</a> <a href="http://www.ncate.org/">http://www.ncate.org/</a> <a href="http://www.gapsc.com/">http://www.gapsc.com/</a>
Institutional Review Board	<a href="http://www.westga.edu/~vpaa/irb/">http://www.westga.edu/~vpaa/irb/</a>
Student Evaluations (Course Evaluations)	<a href="http://www.westga.edu/~vpaa/handrev/103html#103.06">http://www.westga.edu/~vpaa/handrev/103html#103.06</a> <a href="http://www.westga.edu/~vpaa/handrev/201html#201.05">http://www.westga.edu/~vpaa/handrev/201html#201.05</a>
Summer Employment	<a href="http://www.westga.edu/~vpaa/handrev/113html">http://www.westga.edu/~vpaa/handrev/113html</a> <a href="http://www.westga.edu/~vpaa/handrev/127html#127.08">http://www.westga.edu/~vpaa/handrev/127html#127.08</a>
Posting Grades and Returning Student Work	<a href="http://www.westga.edu/~vpaa/handrev/205.html">http://www.westga.edu/~vpaa/handrev/205.html</a> <a href="http://www.westga.edu/~vpaa/handrev/201.html#201.04">http://www.westga.edu/~vpaa/handrev/201.html#201.04</a>
Graduate Practicum	<a href="http://coe.westga.edu/intranet/Secure/Forms/Forms/GraduatePracticum/Default.asp">http://coe.westga.edu/intranet/Secure/Forms/Forms/GraduatePracticum/Default.asp</a>
Child Development Center	<a href="http://coe.westga.edu/ci/cdc/">http://coe.westga.edu/ci/cdc/</a>
Learning Resources Center	<a href="http://www.westga.edu/~lrc/">http://www.westga.edu/~lrc/</a>
Library	<a href="http://www.westga.edu/~library/">http://www.westga.edu/~library/</a>

Teaching Materials Center	<a href="http://tmc.ed.westga.edu/">http://tmc.ed.westga.edu/</a>
Educational Technology Support	<a href="http://coe.westga.edu/ets/">http://coe.westga.edu/ets/</a>
Educational Technology Training Center	<a href="http://ettc.westga.edu/">http://ettc.westga.edu/</a>
West Georgia Youth Science and Technology Center	<a href="http://www.westga.edu/~gystc/">http://www.westga.edu/~gystc/</a>
Academic Regalia	<a href="http://www.westga.edu/~vpaa/handrev/306.html#306.01">http://www.westga.edu/~vpaa/handrev/306.html#306.01</a>
Academics – Undergraduate and Graduate Catalogs	<a href="http://www.westga.edu/documents/catalogs.php">http://www.westga.edu/documents/catalogs.php</a>
CoE Undergraduate Advising Center	<a href="http://coe.westga.edu/advisement/">http://coe.westga.edu/advisement/</a>
Student Handbook	<a href="http://www.westga.edu/documents/studentHandbook-2005.pdf">http://www.westga.edu/documents/studentHandbook-2005.pdf</a>
Faculty Advising Responsibilities	<a href="http://www.westga.edu/%7Evpaa/handrev/">http://www.westga.edu/%7Evpaa/handrev/</a> Sections 200 and 301
Benefits	<a href="http://www.westga.edu/~vpaa/handrev/111.html">http://www.westga.edu/~vpaa/handrev/111.html</a> <a href="http://www.bf.westga.edu/hrpay">http://www.bf.westga.edu/hrpay</a>
Resignation or Retirement Check-out Procedures	<a href="http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp">http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp</a>
Copyright Guidelines	<a href="http://www.westga.edu/~library/reserves/keepme/copyright.shtml">http://www.westga.edu/~library/reserves/keepme/copyright.shtml</a> <a href="http://www.copyright.gov/">http://www.copyright.gov/</a>
Faculty Sick Leave Report	<a href="http://www.westga.edu/~vpaa/handrev/111.html#111.02">http://www.westga.edu/~vpaa/handrev/111.html#111.02</a>
HOPE-Georgia Student Finance Commission	<a href="http://www.gsfc.org/GSFA/SCL_teacher_prom_scholarship.cfm">http://www.gsfc.org/GSFA/SCL_teacher_prom_scholarship.cfm</a>
PROMISE-Georgia Student Finance Commission	<a href="http://coe.westga.edu/Students/Common/Hope.asp">http://coe.westga.edu/Students/Common/Hope.asp</a>
CoE Information	<a href="http://coe.westga.edu/Students/Common/Promise.asp">http://coe.westga.edu/Students/Common/Promise.asp</a>
Paid Leave	<a href="http://www.westga.edu/~vpaa/handrev/112.html">http://www.westga.edu/~vpaa/handrev/112.html</a>
Parking	<a href="http://www.westga.edu/~vpaa/handrev/508.html">http://www.westga.edu/~vpaa/handrev/508.html</a>
Seed Grants	<a href="http://coe.westga.edu/About/SeedGrant.asp">http://coe.westga.edu/About/SeedGrant.asp</a>
Safety Procedures	<a href="http://moosh1101.westga.edu/cpf/Departments/EHS/dept_layout_ehs.htm">http://moosh1101.westga.edu/cpf/Departments/EHS/dept_layout_ehs.htm</a>
Sexual Harassment Policy	<a href="http://www.westga.edu/~vpaa/handrev/121.html">http://www.westga.edu/~vpaa/handrev/121.html</a>
Telephone Dialing Instructions	<a href="http://www.westga.edu/~its/nt_t.shtml">http://www.westga.edu/~its/nt_t.shtml</a>
Travel Policies and Forms	<a href="http://www.bf.westga.edu/Purchasing/">http://www.bf.westga.edu/Purchasing/</a> <a href="http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp">http://coe.westga.edu/intranet/Secure/Forms/Faculty.asp</a>