

SPECIAL MEETING OF THE GENERAL FACULTY
Spring Semester, 2011

Wednesday, April 6th

TLC 1-305

2:00 p.m.

AGENDA

- I. Call to Order and Opening Remarks to Faculty - Dr. Beheruz N. Sethna, President
- II. Approval of Minutes
- III. Motion to approve various changes to the *Policies and Procedures* and the *Bylaws* proposed by the Faculty Senate – Chris Huff, Chair of the Senate (See addendum provided by email)
- IV. Adjournment

Faculty Senate Submissions for the General Faculty Agenda: April 6, 2011

[highlighted material are additions, strikethroughs are deletions]

Item 1) Recommendation to update the definition for the allocation of senators by changing Article IV, Section 2.A.5 of the Policies and Procedures as follows:

Duly elected senators, apportioned to each college, the School of Nursing and the Library, such that the number of senators allocated to each unit shall equal 10% of their full-time faculty. The Library and the School of Nursing shall elect their senators at large. For the colleges, each department within a college elects one senator and the remaining senators allocated to that college are elected at-large by the college. Should any department fail to elect a senator in an election cycle for which it has a vacancy, that vacancy will be added to the at-large pool for its college for that election. ~~Thirty Nine (39) duly elected senators apportioned as follows: College of Arts and Sciences, nineteen (19); Richards College of Business, six (6); College of Education, nine (9); School of Nursing, two (2) and the Library, three (3). No department of any unit shall be represented by more than one (1) senator unless a unit has fewer departments than its allotted number of senators. In no case shall departmental representation exceed two (2) senators.~~

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Item 2) Recommendation to change the composition and charges for the Faculty Senate standing committees by amending Article IV, Section 2,I of the *Policies and Procedures Manual* as follows:

Standing Committee, Membership and Purpose - Each Faculty Senate Committee shall be assigned three (3) senators to its membership. Such assignments will be made by the Senate Executive Committee **in consultation with the expressed preferences of each Senator.**

1. **(1) Undergraduate Academic Programs Committee.** Purposes: to recommend policy and procedures concerning undergraduate degrees and academic programs (including majors, concentrations, and minors), **continuing education, extended degree programs, international programs,** core curriculum, and individual undergraduate courses; **and** to approve all undergraduate course additions or deletions from the curriculum and any reorientation of existing programs. Membership: ~~Senate 3; Faculty 10 (4 Arts and Sciences, 1 Nursing, 2 Business, 2 Education, 1 Library); Students 2 (their majors representing different colleges); Administration 1 ex-officio, non-voting (Registrar). Total membership: 16.~~ **College Deans and their representatives are excluded from membership. five senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators: the Registrar, and one appointed by the Provost; one student, appointed by SGA. (Total: 15)**
2. **(4) Academic Policies and Procedures Committee.** Purpose: to recommend policy **and procedures** concerning advising, undergraduate admissions and retention, **progression and graduation,** registration, University calendar, class scheduling, final examinations and examination scheduling, **testing, advanced placement,** commencement, and catalogs--including catalog content; to ~~hear~~ **consider** undergraduate student petitions for exceptions to academic policy, including graduation requirements, as authorized by the Provost and Vice President for Academic Affairs; **and to advise with respect to Admissions, Enrollment Management, Learning Support and Testing, Registrar, Registration and Records.** Membership: ~~Senate 3; Faculty 10 (5 Arts and Sciences, 1 Nursing, 1 Business, 2 Education, 1 Library) Administration 3; student 1. Total membership: 17.~~ **four senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators: the Registrar and one appointed by the Provost; one student, appointed by SGA. (Total: 14)**
3. **(5) Faculty and Administrative Staff Personnel Development Committee.** Purpose: to recommend policy concerning appointments, promotions, tenure, salaries,

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benefits, grievances, discipline and dismissals; ~~to hear and make recommendations in grievance, discipline and dismissal cases~~ to serve as the Faculty Hearing Committee in accordance with the Board of Regents established faculty grievance process; to review pedagogy for distance and classroom learning; to determine the allocation of UWG funded grant support; and to serve in an advisory capacity on faculty and institutional research, institutional diversity, sponsored operations, and other faculty development issues as may be requested by administration. Membership: Senate 3; Faculty 10 (5 Arts and Sciences, 1 Nursing, 1 Business, 2 Education, 1 Library); Administration 2; students 0. Total Membership: 15 three or four senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; one administrator, appointed by the Provost. (Total: 11 or 12)

4. ~~Learning Resources. Purpose: to recommend policy, make procedural recommendations and organizational and developmental recommendations for library, faculty and institutional research. Membership: Senate 3; Faculty 9 (5 Arts and Sciences, 1 Nursing, 1 Business, 1 Education, 1 Library); Administration 2, students 2. Total membership: 16.~~

5. (10) University Relations Committee. Purpose: To serve in an advisory capacity to the Vice President for University Advancement and to recommend policy and procedures and concerning continuing education, university public relations, alumni relations, marketing, university events and convocations, priorities for fund raising. Membership: three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing and the Library; two administrators, one appointed by the Provost, and one by the Vice-President for University Advancement; one student representative, appointed by SGA. (Total: 13)

6. (7) Student Life Affairs Committee. Purpose: to serve in an advisory capacity to the Vice President for Student Affairs and to recommend policy and procedures concerning financial aid, orientation, housing, health and food services, career and counseling services, student security and safety, student discipline, student publications, student organizations and government, student development, internship programs, multicultural opportunities, international students, and other student matters referred to the committee. Membership: Senate 3, Faculty 7 (3 Arts & Sciences, 1 Nursing, 1 Business, 1 Education, 1 Library), Administration 2, (Assistant Dean of Students and 1 administrative designee). Students 4 (3 undergraduate, 1 graduate). Total membership: 16. three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators, one appointed by the Provost,

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and one by the Vice-President for Student Affairs; two student representatives, one appointed by SGA and one by the Dean of the Graduate School. (Total: 14)

7. ~~(9) General University Matters~~ Facilities and Services Committee. Purpose: to serve in an advisory capacity to the Vice President for Business and Finance and to recommend policy and procedures for concerning campus planning and development, auxiliary services, public relations, convocations, campus security and safety, campus facilities, such as telephone services, mail services, parking and traffic control, physical plant, and environmental and sustainability issues. ~~problems, etc.~~ Membership: Senate 3; Faculty 5 (3 Arts and Sciences, 1 Nursing, 1 Education, 0 Library); Administration 2; Students 3. ~~Total membership: 13.~~ three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators, one appointed by the Provost and one by the Vice-President of Business and Finance; one student representative, appointed by SGA. (Total: 13)

8. ~~(6) Institutional Studies and Strategic Planning~~ Committee. Purpose: to recommend policy concerning University purposes and goals (and to evaluate their degree of suitability and attainment), academic planning and growth, SACS and specialized accreditations, the Quality Enhancement Plan (QEP), and campus development and to monitor the implementation of the ~~campus~~ University's strategic plan. Membership: Senate 3; Faculty 7 (3 Arts and Sciences, 1 Nursing, 1 Business, 1 Education, 1 Library); Administration 4; Students 2. ~~Total membership: 16.~~ three or four senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators: the Director of Institutional Research and Planning and one appointed by the Provost; one student, appointed by SGA. (Total: 13 or 14)

9. ~~(11)~~ Intercollegiate Athletics Committee. Purpose: To recommend policy and procedures concerning athletic admission standards, athletic budgets, program expansion or reduction, and membership in associations; and to oversee the enforcement of conference, association, and accreditation rules and regulations. Membership: Senate 3; Faculty 3 (1 Arts and Sciences, 1 Business, 1 Education); Administration 2; Students 4; Ex-officio (Non-Voting) ~~The Director of Athletics and the NCAA Representative.~~ Total Membership: 14 (Approved by Faculty Senate, Fall '91) three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; four administrators: the Director of Athletics; the NCAA representative; one appointed by the Provost, and one by the Vice-President for University Advancement; two students, appointed by SGA. (Total: 16)

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10. ~~(2) Committee on Graduate Studies~~ **Programs Committee**. Purpose: to recommend policy and ~~formulate~~ procedures concerning graduate **programs, curriculum,** admissions, ~~graduate~~ transfers, admission to candidacy, eligibility for graduation, petitions and appeals, and graduate faculty membership ~~to recommend proposals for graduate degree programs and other graduate curricula matters to the Senate through the Provost and Vice President for Academic Affairs;~~ and to approve all additions and deletions of graduate courses and programs and reorientations of existing programs. Membership: ~~Senate 3; Dean of the Graduate School (ex-officio, non-voting), the department chair or coordinator of each graduate program, and one graduate student selected by the Committee on Graduate Studies;~~ **five senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; two administrators: the Dean of the Graduate School, and one appointed by the Provost; one student, appointed by the Dean of the Graduate School. (Total: 15)**
11. ~~(3) Honors College~~ **Programs Committee**. Purpose: to recommend policy and ~~formulate~~ procedures concerning Honors College admission and retention criteria, Honors College advising and curriculum matters, petitions and appeals, and the annual Honors Convocation; to recommend proposals for recognizing Honors College student achievements through the University Commencement program and other appropriate means; and to recommend means to attract prospective Honors College students, and to provide Honors College students amenities and advantages consistent with national patterns of excellence; ~~and to make recommendations concerning honorary degrees to the Senate through the Provost and Vice President for Academic Affairs.~~ Membership: ~~Senate 3; Faculty 6 (3 Arts and Sciences, 1 Nursing, 1 Business, 1 Education); Students 1; Administration 4 ex-officio, non-voting (Dean of the Honors College, Director of Advanced Academy, Director of Admissions, Director of Residence Life).~~ **Total membership: 14. three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: the Dean of the Honors College, the Director of the Advanced Academy, and one appointed by the Provost; one student, appointed by the Student Honors Council. (Total: 14)**
12. ~~(8) Technology Planning~~ **Committee**. Purpose: To **recommend policy and procedures concerning the integration of information and instructional technology into the academic mission, including distance and online learning; to evaluate the state of information technology at the University; and to advise with respect to the campus computer centers, and Information Technology Services;** ~~assess and recommend policy and procedures that contribute to the fulfillment of UWG's technology vision. That vision is "... to integrate information technology into West Georgia's academic and~~

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~~administrative mission to ensure that students, faculty, staff, and the community are well prepared for life in a knowledge-based and technologically dynamic society." The Technology Planning Committee will produce a Yearly Evaluation of Campus IT as a summation of the state of information technology at UWG over the previous academic year. This report, to be completed by the end of the fall semester, will include:~~

~~1. An assessment of annual reports from IT units, evaluations from the Technology Coordination Council, user surveys, and other documents that provide evidence that the university is actively participating in the strategies articulated in the UWG IT Strategic Plan.~~

~~2. An evaluation of existing campus policies related to the allocation and use of technology to ensure that academic and administrative needs are adequately addressed.~~

~~3. A summary of the committee's findings and any recommendations for increased activity to fulfill participation in the IT Strategic Plan and/or recommendations for changes, additions or other improvements to the UWG IT Strategic Plan and accompanying process. Membership: Senate 3; Faculty 6 (2 Arts and Sciences, 1 Nursing, 1 Education, 1 Business, 1 Library); Administration 4; Students 3. Total membership: 16. three senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: the Chief Information Officer, the Director of Distance and Distributed Education, and one appointed by the Provost; one student representative, appointed by SGA. (Total: 14)~~

13. (12) Budget Committee. Purpose: to review the budget of the University and to make recommendations regarding prioritization, distribution, and implementation to the President and the Vice Presidents of the University. Membership: ~~Senate 3; Faculty 6~~ (2 Arts and Sciences, 1 Nursing, 1 Business, 1 Education, 1 Library); ~~Students 1; Administration 5 (Academic Affairs, Business and Finance, Auxiliary Services, Student Affairs, University Advancement) and 1 ex-officio, non-voting (Director of Budget Services).~~ Total membership: ~~16~~ three or four senators; seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; five administrators: the director of Budget Services and one each appointed by the Provost, the Vice-President for Student Affairs, the Vice President of Business and Finance, the Vice President for University Advancement; one student representative, appointed by SGA. (Total: 16 or 17)

14. (13) Rules Committee. 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

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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: ~~Senate-3; Faculty 5 (1 Arts and Sciences, 1 Nursing, 1 Business, 1 Education, 1 Library); Students 0; Administration 1 ex-officio non-voting (University attorney). Total membership 9.~~ three senators; seven faculty, one elected from each of the following academic units: 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: 12)

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Item 3) Recommendation to include the option for balloting in the process for amending UWG Policies and Procedures and Bylaws by making the following changes:

Changes to: *UWG Policies and Procedures* Article IV, Section 3 (Modification):

Modifications of the above provisions in SECTIONS 1 and 2 of this article may only be made through a vote of the General Faculty ~~under the rules set forth in the By-Laws of the General Faculty.~~ which may be taken either at a physical meeting or by means of electronic or other written forms of balloting independent of a meeting. In the case of such independent balloting, notice of the motion to be voted upon shall be posted and distributed to the faculty at least 10 university business days within the Fall or Spring semesters in advance of the vote. Votes outside of meetings shall be cast over a period of no fewer than 5 university business days within the Fall or Spring semesters. The motion will have passed if it receives a majority of the votes cast.

Changes to: *UWG Policies and Procedures* Article V, Section 4 (Modification):

Modifications of the above provisions in SECTIONS 1,2, and 3 of this article may only be made through a vote of the General Faculty ~~under the rules set forth in the By-Laws of the General Faculty.~~ which may be taken either at a physical meeting or by means of electronic or other written forms of balloting independent of a meeting. In the case of such independent balloting, notice of the motion to be voted upon shall be posted and distributed to the faculty at least 10 university business days within the Fall or Spring semesters in advance of the vote. Votes outside of meetings shall be cast over a period of no fewer than 5 university business days within the Fall or Spring semesters. The motion will have passed if it receives a majority of the votes cast.

Changes to: *UWG Bylaws* Article V (Amendment or Repeal of Bylaws):

Motion for change or repeal of these By-Laws shall be presented in writing to all members ~~present at a meeting~~ of the ~~body in question~~ General Faculty. The proposed amendment shall be voted on either: 1) at the next meeting of that body and must carry by a simple majority vote of the members present; or: 2) by means of electronic or other written balloting independent of a meeting. In the case of such independent balloting, notice of the motion to be voted upon shall be posted and distributed to the faculty at least 10 university business days within the Fall or Spring semesters in advance of the vote. Votes outside of meetings shall be cast over a period of no fewer than 5 university

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business days within the Fall or Spring semesters. The motion shall be approved upon a majority of votes cast.

Changes to: *UWG By-Laws*, Articles I, E and F:

E. QUORUM. A quorum of the General Faculty shall consist of fifty (50) percent of the membership at both regular and special meetings. No vote shall be taken at a meeting of the General Faculty ~~shall be held~~ unless a quorum is present.

F. VOTING. Only members of the General Faculty may vote. Voting in regular and special meetings shall ~~may~~ be by voice vote except that a division vote (by showing of hands or standing, whichever is most convenient to the counters) shall be taken on request of any member of the General Faculty, and except that voting shall be by secret written ballot on request of twenty (20) percent of the members present. If it should be declared that the meeting lacks a quorum, voting may be conducted subsequently by electronic or other forms of written balloting. In the case of such subsequent balloting, notice of the motion to be voted upon shall be posted and distributed to the faculty at least 10 university business days within the Fall or Spring semesters in advance of the vote. Votes outside of meetings shall be cast over a period of no fewer than 5 university business days within the Fall or Spring semesters. The motion shall be approved upon a majority of votes cast.

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Item 4) In 2010, the Policies and Procedures were changed with the intention and consequence that the COGS and Honors Committees would be chaired by elected Senators. However, the requisite section of the Bylaws on this issue was not amended. Therefore, to bring it into accord with current intent and practice, we recommend to revise the current statement in Art. III, Section D of the Bylaws as follows:

Each Senate committee, ~~except the Committee on Graduate Studies and the Honors College Committee,~~ shall annually elect one (1) faculty member of the Senate as chair. [...] The newly elected chair shall take office at the beginning of the summer semester. ~~The Dean of the Graduate School shall serve as Chair of the Committee on Graduate Studies; and the Dean of the Honors College shall serve as chair of the Honors College Committee.~~

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Item 5) To clarify and improve the consultative role of the faculty in the shared governance of the university, it is recommended that the Policies and Procedures be revised as follows:

Article I, Section 1,F:

The President, in consultation with the Faculty Senate and other representatives of the University community, shall determine the divisional organizational structure necessary for the orderly, effective, and efficient administration of the University's affairs...

Article II, Section 1,D:

The President, in consultation with the Faculty Senate and other representatives of the University community, shall determine the divisional organizational structure necessary for the orderly, effective, and efficient administration of the University's affairs...

Article III, Section 1,F:

The President, in consultation with the Faculty Senate and other representatives of the University community, shall determine the divisional organizational structure necessary for the orderly, effective, and efficient administration of the University's affairs...

Article III, Section 2,D:

The President, in consultation with the Faculty Senate and other representatives of the University community, shall determine the divisional organizational structure necessary for the orderly, effective, and efficient administration of the University's affairs...

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Item 6) Recommendation to enhance a mutual commitment to the consultative role of the faculty in university governance by providing support to the Chair of the Senate for his or her service and so to amend the Policies and Procedures, Article IV, Section 2,B by the addition of a new point, as follows:

4. Support

To support the effective carrying out of his or her duties, in due recognition of the time commitment of such service, the Chair of the Faculty Senate shall receive reassigned time of one-course per semester or the equivalent. In consultation with the individual's supervisors up through the level of the Provost, there may be an alternative of an equivalent stipend. In the case of reassigned time, the Chair's home department shall be compensated by an amount sufficient to hire a part-time instructor to fill the gap left by the course release.

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Item 7) Recommendation to clarify the definition of the functions and composition of the Senate's Executive Committee by revising Article IV, Section 2,E of the Policies and Procedures as follows:

~~E. The Executive Committee. The Executive Committee of the Faculty Senate, consisting of the Chair, Past Chair, Executive Secretary, and the Chairs of the Standing Committees of the Senate, shall create and assign members to Senate Ad Hoc Committees and assign Senators to standing committees.~~

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 nonsenate 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 Past Chair of the Senate, the Executive Secretary, the President of the University, and the Provost of the University.
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Item 8) Recommendation to revise the composition of the Post Tenure Review Appeals Committee to be seven faculty, one elected from each of the following academic units: the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library. This will change Faculty Handbook 104.0208 Appeal for Reconsideration as follows:

[...]

Fourteen ~~Fourteen~~ **Seven** duly elected tenured faculty members, apportioned as follows, will constitute the University-wide Appeals Committee for Post-Tenure Review:

College of Arts & Sciences:	6
College of Science and Mathematics:	1
College of Social Science:	1
College of Arts and Humanities:	1
College of Business:	3 1
College of Education:	4 1
School of Nursing:	1
The Ingram Library:	4 1

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Item 9) Motion to clarify the definition of “faculty” to “voting members of the general faculty” for purposes of eligibility to serve on the Senate and for the basis of the representative apportionment of senators by the addition of the following highlighted material to Section 2,A of Article IV of the UWG Policies and Procedures:

A. Composition of the Senate (Revised March 12, 2010) - The Senate shall be comprised solely of **the voting** members of the General Faculty as defined in Article I, Section 2C of the Statutes. [...]

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Item 10) Recommendation to eliminate the election of a separate Executive Secretary for the Senate and to instead have the Secretary of the General Faculty assume that role. This will be effected by revising Art. IV, Section 2,D of the Policies and Procedures with the following changes:

The Executive Secretary – The Secretary of the General Faculty shall serve as the An-
ex-officio (nonvoting) Executive Secretary shall be elected by of the Senate. for a period
of two (2) years from nominees submitted, one (1) tenured full-time faculty member who
has served in the Senate within the prior three (3) years from each academic unit listed
in A (5). His or her duties shall be to prepare and maintain the official records of the
Senate, to receive committee reports, to supervise the operational affairs of the Senate,
maintain the Senate web site, and serve as a member of the Executive Committee of the
Senate.

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Item 11) Recommendation to revise the Policies and Procedures Article IV, Section 2, B to include the specification that it shall be the responsibility of the Chair of the Faculty Senate to represent the University of West Georgia on the USG Faculty Council as follows:

The Chair of the Faculty Senate - With the consent of the President of the University, the Chair of the Faculty Senate shall preside at all Faculty Senate meetings and chair the Executive Committee of the Senate. Additional responsibilities include serving as the representative of the University of West Georgia to the University System of Georgia Faculty Council; serving as a liaison between Senate and other stakeholders in the University community; setting the agenda for Senate meetings; providing for an orientation and training for new chairs of Senate committees; resolving issues with Senators who do not serve or who resign; casting a vote only in case of a tie; and designating a replacement to preside over Senate meetings in case of absence.

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Item 12) Recommendation to allow for re-election of non-senate representatives by revising Art. IV, Section 2,K,1 of the Policies and Procedures as follows:

Elected members shall serve a two-year term and shall ~~not be eligible for succession on the same committee until one (1) year after completion of the previous term~~ **serve no more than two full terms consecutively on the same committee**. Exceptions can be made upon reorganization/recomposition.

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Item 13) Recommendation to allow for re-election of senators by revising Art. IV, Sec. 2,F,1 of the Policies and Procedures Manual as follows:

F. Election of the Faculty Senate

The following shall be the rules which govern election to the Senate, with the exception that in any year in which a college is reorganized in such a manner as to affect the ability to adhere to these rules, the Senate shall have the authority to allow exceptions to these rules as it may deem necessary.

1. Senators shall be elected for a term of three (3) years from the General Faculty, excluding the Officers of Administration named in Article III. Academic department chairs, however, shall be eligible for election. Terms shall be staggered with one-third elected each year. ~~Senators may be re-elected; however, no~~ **Senators may be re-elected; however, no** senator shall be eligible for re-election until **at least one (1) year** after completion of his or her ~~previous~~ **second consecutive full (three-year) term.**

~~Unexpired terms due to permanent loss of a senator shall be filled by election from the unit of the senator whose term is to be filled. Serving out an unexpired term does not exclude a senator from consideration at the next election.~~

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Item 14) Recommendation to change the policies for election of non-senators by revising Art. IV, Section 2,J,5 of the Policies and Procedures as follows:

Election of non-senators to committees shall proceed in the same manner in each of the following ~~five~~ **seven** units: the College of Arts and Sciences **Humanities**, the College of **Sciences and Mathematics**, the College of Social Sciences, College of Business, School of Nursing, College of Education and the Library. The faculty of each unit shall elect ~~a Committee on Nominations, composed of five faculty members with at least three (3) years of service at University of West Georgia. The Committee on Nominations shall submit a slate of candidates to a formal meeting of the faculty of each unit to be held not later than April 7. Nominations shall be received from the floor.~~ **its representatives by whatever rules that unit has approved for doing so, no later than April 15.** The deans or heads of the units shall report the results of the election, in writing, to the Chair of the Faculty Senate, the Executive Secretary to the Faculty Senate and to the Provost and Vice President for Academic Affairs before the agenda deadline for the last Faculty Senate meeting of Spring semester. ~~Academic~~ **Administrative**, ex officio appointments will be likewise reported.

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Item 15) Recommendation to make clear that senate committees can create subcommittees by revising Art. IV, Section 2,M of the Policies and Procedures as follows:

M. Ad Hoc Committees, subcommittees and task forces

The Senate or Executive Committee may appoint ad hoc committees as required. Also each standing committee of the Senate may appoint ad hoc subcommittees or task forces to meet its charge.

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Item 16) The Policies and Procedures Manual currently refers to a “Planning Council” that apparently does not exist. It has not been convened for at least the past seventeen years. Therefore, it is recommended that the following section of Article I, Section 1, E, 3 of the Policies and Procedures Manual be deleted:

~~The Planning Council shall be an advisory body to the President on long-range development of the University. It shall be expected to oversee the creation of a variety of plans extending three or more years into the future. Members of the Council shall be appointed by the President from the administration, faculty, students, alumni and the community. It shall have no policy-making powers.~~

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Item 17) Recommendation to change the definition of quorum of the General Faculty to coincide with Roberts Rules by making the following changes:

Changes To: *UWG By-Laws*, Articles I, E, F:

E. QUORUM. A quorum **at regular and special meetings** of the General Faculty shall **be** as defined in the current version of Roberts Rules of Order **consist of fifty (50) percent of** ~~the membership at both regular and special meetings~~. No **vote shall be taken at a** meeting of the General Faculty ~~shall be held~~ unless a quorum is present.
