

Agenda

Faculty Meeting



Tuesday, November 4, 2008
2:30 p.m., Room 170, University Hall

I. **Approval of the Minutes** from September 9, 2008, available at:
http://www.aug.edu/faculty_secretary/facmin_09_09_2008_draft.pdf

II. **Academic Policies Committee** – Dr. Todd Schultz

1. Items that do not require a faculty vote (This item approved at the UC meeting September 25, 2008)– **See Attachment A**

III. **Faculty Policies Committee** – Dr. Tom Crute

1. Addition of the Vice President for Development and Alumni Relations to the University Council membership as shown in the Faculty Manual (This item approved at the UC meeting September 25, 2008) – **See Attachment B**
2. Revised Grievance Procedure, Intellectual Diversity – (This item was approved by University Council Oct. 23, 2008, but withdrawn by the FPC Oct. 27, 2008.)
3. Presentation by Dr. Mary-Kathleen Blanchard concerning TRS Cost of Living cuts

IV. **Proposal** to publish existing guidelines for the Richard S. Wallace Distinguished Service and the Louis K. Bell Alumni Research awards in the Faculty Manual. – Faculty Secretary– **See Attachment C**

V. **President's Report** – Dr. William Bloodworth

VI. **Announcements**

Attachments

Attachment A - from the Academic Policies Committee
Items for information only; these do not require a faculty vote

1. New Course – WELL 1509 - Pilates Proposal [pdf](#) C0936
2. New Course – WELL 1028 – Beginning Fishing Proposal [pdf](#) C0937
3. New Course – WELL 1510 - Kickboxing Proposal [pdf](#) C0938

Attachment B - from the Faculty Policies Committee

(new text in blue)

Proposed

107.1.1 Membership and Organization

Six elected members of the faculty, the President, the Vice President for Academic Affairs, the Dean of the Pamplin College of Arts and Sciences, the Dean of the Hull College of Business, the Dean of the College of Education, the Vice President for Business Operations, the Vice President for Student Services, *the Vice President for Development and Alumni Relations*, the Dean of Students, the Secretary of the Faculty, the Director of the Library, the chair of the Faculty Policies Committee, the chair of the Academic Policies Committee, the chair of the Staff Advisory Council, and the President and Vice President of the Student Government Association shall comprise the membership. The six elected members of the faculty (one from the Hull College of Business, one from the College of Education, and four from the Pamplin College of Arts and Sciences) shall be elected at-large to serve two-year staggered terms. These elected individuals may not serve concurrent terms on both the University Council and the Faculty Policies Committee. Should a faculty member be elected to both the Faculty Policies Committee and the University Council, that individual, at the time of such election, may choose between the two. In such an event, the faculty member from the same college with the next highest number of votes shall succeed to the vacant seat. In the case of a vacancy, the position shall be filled until the next regular election by the appointment of the individual from the same college having gained the next most votes in the preceding election to the vacant seat. Those who are elected shall begin serving at the end of the academic year. One-half of the members shall be elected annually for terms of two years. The President shall serve as chair, and the Faculty Secretary shall serve as secretary. The University Council shall determine its own rules of order.

Existing

107.1.1 Membership and Organization

Six elected members of the faculty, the President, the Vice President for Academic Affairs, the Dean of the Pamplin College of Arts and Sciences, the Dean of the Hull College of Business, the Dean of the College of Education, the Vice President for Business Operations, the Vice President for Student Services, the Dean of Students, the Secretary of the Faculty, the Director of the Library, the chair of the Faculty Policies Committee, the chair of the Academic Policies Committee, the chair of the Staff Advisory Council, and the President and Vice President of the Student Government Association shall comprise the membership. The six elected members of the faculty (one from the Hull College of Business, one from the College of Education, and four from the Pamplin College of Arts and Sciences) shall be elected at-large to serve two-year staggered terms. These elected individuals may not serve concurrent terms on both the University Council and the Faculty Policies Committee. Should a faculty member be elected to both the Faculty Policies Committee and the University Council, that individual, at the time of such election, may choose between the two. In such an event, the faculty member from the same college with the next highest number of votes shall succeed to the vacant seat. In the case of a vacancy, the position shall be filled until the next regular election by the appointment of the individual from the same college having gained the next most votes in the preceding election to the vacant seat. Those who are elected shall begin serving at the end of the academic year. One-half of the members shall be elected annually for

terms of two years. The President shall serve as chair, and the Faculty Secretary shall serve as secretary. The University Council shall determine its own rules of order.

Attachment C - From the Faculty Secretary

Proposal: **Insertion of Guidelines:** Wallace Service Award and the Bell Research Award into the Faculty Manual.

Rationale: the guidelines for the Outstanding Teaching Award and the Wallace and Bell awards all are maintained and used by the same committee. The Outstanding Teaching Award guidelines are already printed in the Faculty Manual. The insertion of the guidelines for the other two awards would provide the committee with all their materials in one location, as well as allowing the general faculty to more easily find the criteria.

1. Amend Faculty Manual Section 204.8.2 to read: (new text in blue)

204.8.2 Responsibilities

The committee shall make recommendations to the Vice President for Academic Affairs regarding campus-wide awards to faculty for teaching or scholarly excellence. The guidelines and procedures for the Outstanding Teaching Award, *the Lewis K. Bell Alumni Research Award, and the Richard S. Wallace Distinguished Service Award* are shown in Sections 204.8.3 through 204.8.5. The committee may become involved in establishing other forms for recognizing outstanding faculty contributions as may be appropriate. Specific guidelines and procedures for each award shall be maintained by the committee. These should address means of soliciting nominations, gathering relevant information, evaluation, and selection. The committee will, when appropriate, invite qualified off-campus reviewers and/or the Vice President for Academic Affairs to assist with the evaluation and selection process.

2. Insert these guidelines, passed at the Faculty Meeting September 9, 2008, but not previously printed in the Faculty Manual

New Faculty Manual Section 204.8.4

204.8.4 Lewis K. Bell Alumni Research Award Guidelines

NAME: The name of the award shall be "The Lewis K. Bell Alumni Research Award."

PURPOSE: Recognize outstanding contributions in the areas of research and publication by an Augusta State University faculty member

FORMS OF RECOGNITION: Recognition shall be in the form of two plaques—a permanent plaque to be displayed in Reese Library and an individual plaque to the recipient—and \$1000 cash award

ELIGIBILITY: All full-time members of the Augusta State University faculty shall be eligible for the award

NOMINATION: An individual may be nominated by any colleague, alumnus, student, or friend of the university. If the individual who is nominated chooses to be considered, it is his or her responsibility to put together the packet of material for consideration. The packet of materials will be submitted to the chair of the Faculty Recognition Committee by the deadline specified below.

PACKET CONTENTS: The nominee will make all arrangements for the contents of the packet submitted. The packet will consist of:

- A. Current curriculum vita
- B. Letters of recommendation that address the quality of the nominee's research and the contribution of the nominee's research to the profession with special attention to making the information informative to reviewers outside of the discipline. A maximum of three letters of recommendation will be submitted as follows:
 - 1. A letter from the chair of the nominee's department (or Dean for the Hull College of Business)
 - 2. A letter from a senior faculty member (associate professor or professor) in the nominee's department in the same discipline, or if necessary, a closely related discipline
 - 3. A letter from a person in the discipline from outside of ASU such as a professor from another institution
- C. A cover letter with a maximum of 3 pages in 12-point font that specifies research accomplishments and significance in language understandable to those outside the discipline. If the contributions may not be immediately recognizable as research scholarship, then the cover letter should clarify their relevance for a research award.
- D. A list of relevant examples that illustrates research productivity over the past 5 year period. Do not include actual samples. The significance of these examples should be discussed in the cover letter and not as part of the list

IMPORTANT DATES: In the first week of September the chair of the Faculty Recognition Committee will send an announcement by email inviting nominations for this award, with a reminder in the first and last weeks of October. Other announcement methods such as electronic posting or hard-copy fliers will also be pursued. The deadline for submitting nominations will be November 1. The chair will contact each nominee to solicit a packet of materials shortly after receipt of each nomination. The deadline for

receipt of the packet from the nominee will be the third Friday in November. The chair will keep the packets in a secure location while members of the Faculty Recognition Committee have the opportunity to review them. The committee will meet no later than January 10 to select the most deserving applications—normally the top three—to be submitted to the Vice President for Academic Affairs. The VPAA will arrange for a selection committee to be comprised of professors from other colleges or universities who have distinguished records as research scholars who will review the packets and make recommendations to the VPAA.

ANNOUNCEMENTS: The selection will be completed with sufficient time to have the recipient announced and recognized at the appropriate ceremony.

3. Insert these guidelines, previously passed and in current use but not yet printed in the Faculty Manual

New Faculty Manual Section 204.8.5

204.8.5 Richard S. Wallace Distinguished Service Award

Criteria

The selection criteria will be distinguished service to the University, the students, and the community. Distinguished service is that which exceeds the expectations of one's professional obligations, which would be taken into consideration for promotion and/or tenure.

The recipient will be a member of the Augusta State University faculty. The recipient should demonstrate a broad range of service to the University, the students, and to the community at large. Criteria will include (but not limited to):

- * the unselfish offering of time, energy, and ideas
- * significant participation in a wide range of university and community activities
- * action without regard to personal benefits
- * support of service organizations and activities in leadership roles
- * projection of a positive image for the institution
- * involvement in programs addressing extraordinary concerns (e.g. handicapped, minority, disadvantages, elderly, etc.)
- * service as a mentor within the university and the community
- * quality service far exceeding one's peers in the dispatch of professional responsibilities such as student advising, committee leadership and ad hoc committee service