

**Faculty Senate Minutes**  
**February 22, 2019**  
**Approved March 29, 2019**

1. Call to Order

*Chair Butler called the meeting to order at 3:02.*

2. Roll Call

*Present:*

*Berteau, Bohannon, Branyon, Chwialkowska, Dutt, Hollingsworth, Edelman (Gault, sub.), Elman, Faucette, Fleming, Geyer, Green (sub. Schwab ), Hansen, Hipchen (sub. Boyd), Hoang, Hollingsworth, Khodkar, Lee, McKendry-Smith, Merrem, Moon, Morris, Nickell, Ogletree, Pashia, Penco, Perryman, Pidhainy, Reber, Rees, Robinson, Rutledge (sub. McLean ), Scremin, Snipes, Stanfield (Camp, sub.), Sterling, Tweraser, Vasconcellos, Wadlington (sub. Steed ), and Zamostny*

*Absent:*

*Barbour, Cormican, Dahms, Hong, Miller, Neely, Remshagen, Richter, and Zot*

3. Approval of Minutes from January 25, 2018

*Minutes unanimously approved via voice vote.*

4. Committee Reports

**Committee I: Undergraduate Programs Committee (Jeffrey Zamostny, Chair)**

**Action Items:**

A) College of Science and Mathematics

1) Department of Biology

a) [Microbiology Certificate Program](#)

Request: Add

*Item approved unanimously.*

2) Department of Physics

a) [Physics, Plan B \(Engineering Dual Degree\), B.S.](#)

Request: Modify

*Item approved unanimously.*

B) College of Social Sciences

1) Department of Anthropology

a) [ANTH 4146: Latin@s in the United States](#)

Request: Add

*Item approved unanimously.*

b) [ANTH 4176: Narrative and Storytelling in Ethnography](#)

Request: Add

*Item approved unanimously.*

2) Department of Political Science

a) [Political Science, B.A.](#)

Request: Modify

*Item approved unanimously.*

b) [Political Science, B.S.](#)

Request: Modify

*Item approved unanimously.*

3) Department of Psychology

a) [Psychology, B.S.](#)

Request: Modify

*Item approved with the following friendly amendment: the removal of the phrase “90 hours”*

C) Interdisciplinary Studies

1) [XIDS 1101: First-Year Seminar](#)

Request: Add

*Item approved unanimously.*

**Committee II: Graduate Programs Committee (Colleen Vasconcellos, Chair)**

**Action Items:**

A) College of Social Sciences

1) Department of Psychology

a) [Psychology, M.A.](#)

Request: Modify

*Item approved unanimously.*

B) College of Education

1) Department of Educational Technology and Foundations

a) [MEDT 7451: Administration of the School Media Center](#)

Request: Modify

*Item approved unanimously.*

b) [MEDT 7455: Selection and Materials](#)

Request: Modify

*Item approved unanimously.*

**Committee III: Academic Policies Committee (Nancy Penceo, Chair)**

**Action Item:**

A) UWG Admissions Policy (**Figure I**)

1) International/Permanent Resident Student Admission

Request: Modify

*Item approved unanimously.*

**Committee X: Rules Committee (Susana Vélez-Castrillon, Chair)**

**Action Items:**

A) UWG Faculty Handbook (**Figure II**)

1) 103, Evaluation Process

a) 103.0201, Formation and Operation of Faculty Promotion and Tenure Evaluation Committees

Request: Modify

*Item approved unanimously.*

b) 103.0202, Dean's Evaluation

Request: Modify

*Item approved unanimously.*

c) 103.0203, The Provost and Vice President for Academic Affairs's Evaluation

Request: Modify

*Item approved unanimously.*

d) 103.0204, Final Approval

Request: Modify

*Item approved unanimously.*

**Committee XI: Diversity and Internationalization Committee (Angela Pashia, Chair)**

**Information Item:**

A) UWG Climate Survey Update, Laura Willox (**Figure III**)

5. Old Business

6. New Business

7. Announcements

A) Senate Liaison Reports

B) *President Marrero was happy to announce Dr. Micheal Crafton as Interim President and Dr. David Jenks as Interim Provost.*

8. Adjournment

*Chair Butler adjourned the meeting at 3:53 p.m.*

Respectfully Submitted,

Angela Insenga

Professor of English

Executive Secretary of Faculty Senate and General Faculty

## Figure I

### PROPOSED REVISED VERSION

#### **International Beginning Freshman**

1. All applicants, regardless of immigration status, whose native language is not English, must meet English language proficiency requirements. This requirement can be fulfilled by submitting results from one of the approved English Language Proficiency options listed below.
2. Students who identify as native English speakers are exempt from having to provide an English Language Proficiency document. Native speaking students will need to submit official scores from either the SAT or ACT academic examination. Minimum SAT/ACT score requirements for freshman or transfer freshman admission are: SAT Critical Reading-430 and SAT Math-410; ACT English-17, and ACT Math-17. It is the policy of the Office of Admissions to take a student's best Critical Reading/English and best math score should the student take the SAT or ACT more than once; however, SAT scores and ACT scores cannot be "mixed" in determining admission eligibility.
3. The University System of Georgia requires completion of a College Preparatory Curriculum from an accredited institution for Freshman admission. A student applying while in high school should have a transcript of work through the junior year sent to the Admissions Office at the time of application. Students completing secondary school must provide official copies of their transcripts to the University of West Georgia for evaluation. If this official copy is not in the English language, it must be accompanied by a certified translation to English. The University of West Georgia reserves the right to request for a formal Academic Credential Evaluation of transcripts/documents submitted to the University as part of a student's application. If requested, the student must provide an evaluation of secondary school credentials from a service belonging to the National Association of Credential Evaluation Services (NACES), or the Association of International Credential Evaluators (AICE).
4. International applicants, which require sponsorship for an F-1 or J-1 visa, must submit a copy of their passport and any previously issued United States visas as part of the application process.
5. International applicants, which require sponsorship for an F-1 or J-1 visa, must submit financial documentation indicating evidence of sufficient funds available for study at UWG. These documents are not required to receive a decision on an application, but are required prior to the release of any documents needed for the visa application process.

## Figure II

### 103.0201 Faculty Promotion and Tenure Evaluation

#### A. Departmental Evaluation (for units with academic departments)

##### 1. Faculty Committee

A faculty promotion and tenure evaluation committee, consisting exclusively of no fewer than three tenured faculty members selected by the voting members of the department, shall formally review dossiers submitted to the department chair. In the event that a department does not have a sufficient number of tenured faculty members, tenured faculty from other departments must be invited to serve. Department chairs, Assistant/Associate Deans and Deans are excluded from selection as committee members. No faculty member shall serve on the committee during a year in which he or she is being considered by the committee. The departmental committee (or other review body of academic units that do not have departments) shall be guided by all of the specific university, college/school, and, for academic units that contain departments, departmental criteria for promotion or tenure in their formal review of dossiers submitted to the department chair and shall make a recommendation in writing (including a discussion of the candidate's strengths and identification of areas where the candidate failed to meet the criteria) regarding each case for promotion and/or tenure. A simple majority vote of the committee is required for a positive recommendation.

If a candidate is not recommended for promotion and/or tenure, the chair of the department (or Dean in the case of a unit that does not have departments) shall give the candidate a copy of the committee's evaluation in accordance with the procedures and timelines specified in Section 103.0202.

The department chair shall include the faculty committee's written evaluation along with his or her own written evaluation in the dossier of the candidate. Formal written evaluations shall include a discussion of the candidate's strengths and shall identify areas where the candidate failed to meet the criteria.

##### 3. Evaluation of a Department Chair

When a department chair is under consideration for promotion and/or tenure, the faculty committee (see above) shall review the candidate's dossier submitted to the Dean. The committee shall make a recommendation in writing (including a discussion of the candidate's strengths and identification of areas where the candidate failed to meet the criteria) regarding the case for promotion and/or tenure. A simple majority vote of the committee is required for a positive recommendation. If a candidate is not recommended for promotion and/or tenure, the chair of the Committee shall give the candidate a copy of the committee's evaluation in accordance with the procedures and timelines specified in Section 103.0202.

##### 4. Evaluations of other faculty holding administrative positions

Members of the administrative staff who hold faculty rank in a teaching area and who wish to be considered for promotion shall submit a dossier to the chair of the department in which they hold rank. Their applications shall be considered under the procedures herein prescribed.

Faculty above the level of department chair (e.g., deans, vice presidents) shall be evaluated in accordance with the same promotion and/or tenure criteria and procedures outlined in this Handbook.

5. Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202.

## **B. College Evaluation**

1. A Faculty Promotion and Tenure Evaluation Committee shall be established in each of the following: The College of Arts and Humanities, the College of Business, the College of Education, the College of Science and Mathematics, and the College of Social Sciences.

Each committee shall be composed exclusively of tenured faculty members selected by the voting members of the academic unit and shall formally review dossiers submitted to the Dean. Department chairs, Assistant/Associate Deans and Deans are excluded from selection as committee members. No faculty member shall serve on the committee during a year in which he or she is being considered by the committee. Each department shall have representation on the committee, but no department shall have more than two members. Deans shall be responsible for calling the initial meeting of this committee. At the initial meeting, the members of each committee shall elect one of the members as chair, who will be a voting member of the committee.

2. Each committee shall meet at the call of its committee chair. At the initial meeting, the committee chair shall review the qualifications for each rank so that members will be guided by all of the specific university, college/school, and departmental criteria for promotion or tenure.

3. Dossiers submitted shall be reviewed by committee members prior to committee meetings.

4. The merits of each candidate for promotion or tenure shall be discussed to the extent desired by a simple majority of committee members. Department members serving on the Promotion and Tenure Evaluation Committee are to serve as resource persons to the committee rather than advocates for or adversaries against members of their department under consideration for promotion and/or tenure. Any supervisor may be called to discuss with the committee the qualifications of each person nominated from his or her department.

5. Voting on promotion and tenure shall be by separate secret ballots and according to the following procedures: all candidates for promotion to each academic rank shall be voted on at the same time, and all candidates for tenure shall be voted on at the same time. Each candidate shall receive a vote of approval or disapproval. The committee chair shall total the votes awarded each candidate. A simple majority vote of the committee is required for a positive recommendation. It will be the responsibility of the Dean to preserve the original ballots and to keep these on file for a period of ten years.

6. The committee chair shall prepare a written evaluation for each candidate that includes a discussion of the candidate's strengths and areas where the candidate failed to meet the criteria. A copy of this written evaluation, including vote totals, shall be forwarded in the dossier of the candidate to the appropriate Dean. If a candidate is not recommended for promotion and/or tenure, the Dean shall give the candidate a

copy of the committee's evaluation in accordance with the procedures and timelines specified in Section 103.0202.

7. Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202.

### **C. Promotion and Tenure Committee Formation for Units without Departments (e.g. School of Nursing and Library)**

Units without departments shall have the option of forming a single, unit-level promotion and tenure committee instead of two committees as described in 103.0201 A and B. Such a committee must be composed exclusively of tenured faculty and must include a minimum of three (3) members. In the event that the unit does not have a sufficient number of eligible tenured faculty, the committee must be populated by inviting tenured faculty from other units of the university, emeriti faculty, or tenured faculty from appropriate academic units at other universities. Any units that plan to populate promotion and tenure committees with emeriti or non-UWG faculty must establish a written policy for the selection of these committee members.

Units choosing the option of single-level review for promotion and tenure must develop their own written procedures for promotion and tenure committee formation and review and obtain approval from the governing body of the unit and the Provost/VPAA. These procedures must be otherwise consistent with the procedures outlined in section 103.0201.

Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202

### **D. Evaluation by the Dean**

Each Dean shall evaluate the qualifications of the people under consideration for promotion and/or tenure. The Dean's review shall be guided by all of the specific university, college/school, and departmental criteria for promotion or tenure, taking into account all the material in their dossiers, vote totals, and recommendations provided in each previous evaluation. The names of those recommended for promotion shall be arranged by academic rank; an additional list shall consist of the names of those recommended for tenure. The names of those not recommended for promotion and/or tenure will be listed separately. The Dean shall prepare a written evaluation that includes a discussion of the candidate's strengths and areas where the candidate failed to meet the criteria. A copy of this written evaluation shall be included in the dossier of the candidate and forwarded to the Provost. In the event the Dean recommends a candidate who, up to this point, has not been recommended for promotion and/or tenure, or chooses not to recommend a candidate who up to this point has been recommended for promotion and/or tenure, the Dean's written report shall articulate the reasons for differing with prior evaluations. If a candidate is not recommended for promotion and/or tenure, the Dean shall give the candidate a copy of the committee's evaluation in accordance with the procedures and timelines specified in Section 103.0202.

Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202.

### **E. Evaluation by the Provost and Vice President for Academic Affairs**

The Provost and Vice President for Academic Affairs shall evaluate the qualifications of the people under consideration for promotion and/or tenure. The Provost and Vice President for Academic Affairs' review shall be guided by all of the specific university, college/school, and departmental criteria for promotion or tenure taking into account all the material in their dossiers, vote totals, and recommendations provided in each previous evaluation. The names of those recommended for promotion shall be arranged by academic rank; an additional list shall consist of the names of those recommended for tenure. The names of those not recommended for promotion and/or tenure will be listed separately. The Provost and Vice President for Academic Affairs shall prepare a written evaluation which includes a discussion of the candidate's strengths and areas where the candidate failed to meet the criteria. A copy of this written evaluation shall be included in the dossier of the candidate and forwarded to the President. In the event the Provost and Vice President for Academic Affairs recommends a candidate who, up to this point has not been recommended for promotion and/or tenure, or chooses not to recommend a candidate who up to this point has been recommended for promotion and/or tenure, the Provost and Vice President for Academic Affairs' written report shall articulate the reasons for differing with prior evaluations. If a candidate is not recommended for promotion and/or tenure, the Provost and Vice President for Academic Affairs shall give the candidate a copy of the committee's evaluation in accordance with the procedures and timelines specified in Section 103.0202.

The Provost and Vice President for Academic Affairs shall then notify the Dean of each college/school of his or her decisions in each case. The Dean of each College or School shall notify the department chair or area supervisor of the status of each candidate.

Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202.

### **F. Final Approval**

The President shall evaluate the qualifications of the people under consideration for promotion and/or tenure as revealed by the material in their dossiers and by the reports from the College, School, or Library Promotion and Tenure Evaluation Committees, the Deans, and the Provost and Vice President for Academic Affairs. The President shall approve or disapprove the candidate's application for promotion and/or tenure.

Candidates may appeal any evaluation that does not recommend promotion and/or tenure in accordance with the procedures and timelines specified in Section 103.0202.

# Presidential Commission on Campus Inclusion

## Campus Survey Update

# Presidential Commission on Campus Inclusion

- The committee is comprised of representatives from across campus; faculty, staff, and students.
- More information can be found here:  
<https://www.westga.edu/administration/president/presidential-committee-on-campus-inclusion.php>
- In 2014 We were charged by the President to engage in “thoughtful, deliberate, and inclusive assessment of current efforts and resources, dialogue, and research, provide the President, recommendations to improve diversity and inclusiveness on the campus of UWG. These recommendations should to be in the form of a Diversity and Inclusiveness Plan that encompasses the institutional strategic plan timeframe, 2014-2020, and includes specific goals, objectives, data indicators, and if needed organizational recommendations to implement the plan.”

# Campus Climate Survey information

## Survey 2015

- All staff / faculty
  - 3-23-15 to 4-5-15
- 595 started the survey with 84 partial completions
- Every question was voluntary
- Question response rates varied between 366 and 521

## Survey 2017

- All staff / faculty
  - 10-16-17 to 10-30-17
- 583 started the survey with 91 partial completions
- Every question was voluntary
- Question response rate varied between 358 to 510

# Overall 2017 Quantitative Results

- Campus support for D&I on most questions (above mid-point)

## Percentages of people reported being made to feel uncomfortable

### based on

- sexual orientation (8%)
- veteran status (10%)
- ethnicity (14%)
- race (19%)
- age (22%)
- gender (26%)
- religious beliefs (33%)
- political beliefs (43%)
- disability status (51%)

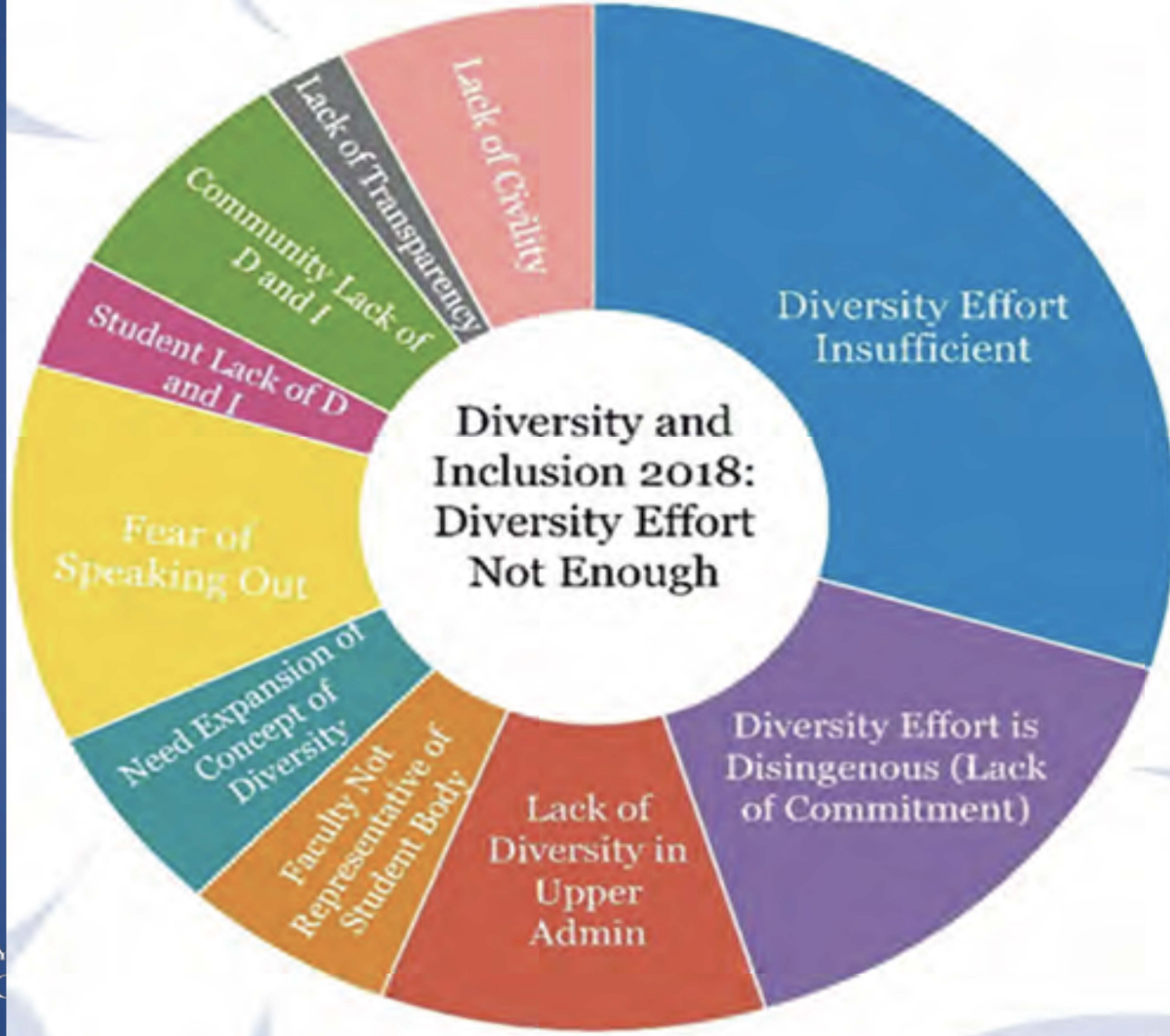
### Respondent Status

- [90% straight]
- [95% non-veteran]
- [85% caucasian]
- [30% male]
- [52% christian]
- [89% no disability]

# Comments Section

124 Respondents left comments

- 1) people who feel that the diversity effort is not enough and want to see considerably more (the largest group of comments came from here)
- 2) people who are supportive of the current diversity effort
- 3) a small group of people who argue that the approach is too much or even going in the wrong direction



# Comments – Main Themes

1. Diversity Effort is Insufficient
2. Disingenuous and/or Lack of Real Commitment
3. Lack of Diversity in Upper Administration
4. Faculty Not Representative of Student Body
5. Fear of Speaking Out
6. Student Lack of Acceptance of Diversity and Inclusion
7. Community Lack of Diversity and Inclusion
8. Lack of Transparency
9. Lack of Civility
10. Concept of Diversity Needs Expansion

## Diversity Effort is Insufficient

- *“Administrators are unsure of how to handle inclusion. They do not seem to be willing to discuss the hard issues as it relates to injustices and really understanding different viewpoints”*
- *“I feel that it is important to not only look like we are making an initiative, but to actually implement meaningful change”*
- *“More than any other factor, increasing the diversity of the faculty will have the biggest positive impact on the campus climate”*
- *“Concept of diversity needs expansion”*

# Fear of Speaking Out

- Sexuality
- Political standing (all sides)
- Religious (for and against)
- “UWG have a few people who have a huge problem with diversity”
- Immigration

# Community Lack of D&I

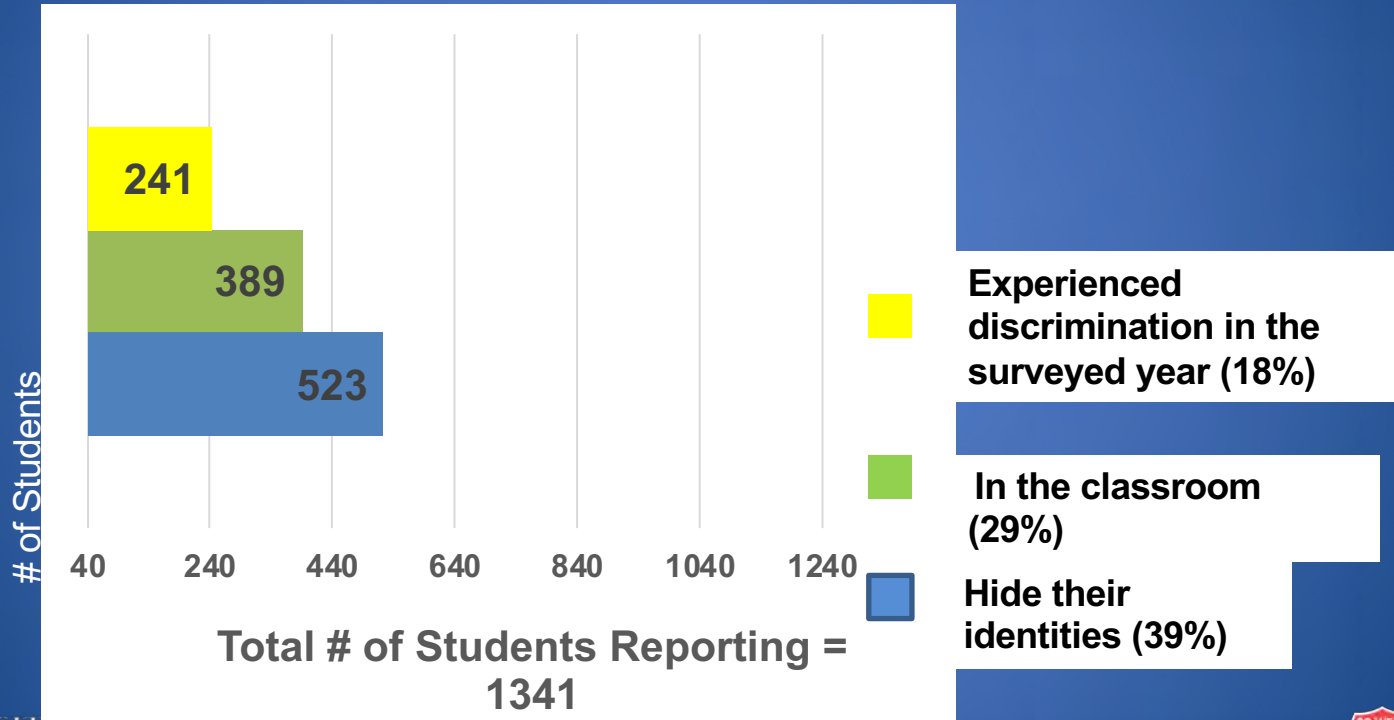
- *“the University seems much more inclusive than the surrounding community”*
- *“staff are known to be prejudice against certain types of people”*
- *“the community needs be educated on diversity and inclusion as well”*
- *“UWG has a huge culture of in-breeding”*

# Some Good News: 2015 vs. 2017

	2015				2017			
	Year	n	Mean	Std. Deviation	Year	n	Mean	Std. Deviation
People from different backgrounds get along well	2015	525	2.33	0.88	2017	506	3.74	0.931
People are valued regardless of their backgrounds.	2015	516	2.43	1.09	2017	511	3.70	1.112
Top administrators are committed to creating an inclusive campus.	2015	499	2.20	1.01	2017	490	3.90	1.063
Staff are committed to creating an inclusive campus.	2015	488	2.31	0.95	2017	487	3.85	0.927
Faculty are committed to creating an inclusive campus.	2015	452	2.31	0.93	2017	459	3.92	0.928
Top administrators value diverse perspectives.	2015	474	2.27	1.04	2017	467	3.73	1.129
Staff value diverse perspectives.	2015	469	2.46	1.01	2017	459	3.69	1.008
Faculty value diverse perspectives.	2015	443	2.40	1.04	2017	441	3.79	1.009
Marketing materials (audio, print, electronic publications, etc.) reflect a commitment to diversity.	2015	485	2.19	0.95	2017	469	4.00	0.901
Publications (audio, print, electronic publications, etc.) are provided in accessible formats.	2015	438	2.12	0.92	2017	423	3.81	0.979
Job postings reflect a commitment to equity and diversity.	2015	473	2.30	1.01	2017	461	3.72	1.025
Generally, my immediate supervisors Are committed to diversity and inclusion*	2015	506	2.02	1.06	2017	483	4.10	1.072
Generally, my immediate supervisors Value diverse perspectives*	2015	512	2.04	1.07	2017	484	4.10	1.036
Generally, my immediate supervisors Get along well with people from different backgrounds*	2015	513	1.89	0.99	2017	484	4.18	0.991
Generally, my immediate supervisors Value everyone regardless of their backgrounds*	2015	516	2.03	1.11	2017	487	4.14	1.042
Generally, my immediate supervisors Prefer people who are similar to them*	2015	496	3.10	1.20	2017	482	2.89	1.259
Generally, my coworkers Are committed to diversity and inclusion*	2015	497	2.16	0.98	2017	476	3.98	0.961
Generally, my coworkers Value diverse perspectives*	2015	506	2.15	0.99	2017	479	3.96	0.973
Generally, my coworkers Get along well with people from different backgrounds*	2015	511	2.04	0.91	2017	484	4.10	0.890
Generally, my coworkers Value everyone regardless of their backgrounds*	2015	513	2.10	1.00	2017	481	4.04	0.947
Generally, my coworkers Prefer people who are similar to them*	2015	493	2.89	1.14	2017	460	3.00	1.203
I feel the need to minimize parts of my identity (e.g. language, dress, beliefs, etc.) in order to fit in.	2015	521	3.39	1.28	2017	486	2.81	1.364
Satisfaction with Overall sense of campus community	2015	514	2.35	0.98	2017	480	3.75	0.960
Satisfaction with Campus climate for political differences	2015	501	2.81	1.05	2017	466	3.16	1.130
Satisfaction with Campus climate for religious differences	2015	497	2.84	1.10	2017	465	3.22	1.109
Satisfaction with Campus climate for gender and sexuality differences	2015	499	2.63	1.09	2017	464	3.46	1.079
Satisfaction with Campus climate for racial/ethnic diversity	2015	505	2.59	1.08	2017	468	3.49	1.117
Satisfaction with Campus climate regarding issues of age and ageism	2015	483	2.55	1.00	2017	439	3.50	1.079
Satisfaction with Campus climate for people with disabilities	2015	477	2.44	1.04	2017	446	3.56	1.063
Satisfaction with Administrative response to incidents of discrimination	2015	366	2.62	1.18	2017	358	3.35	1.213
Overall, how satisfied are you with the climate in Carrollton when it comes to diversity and inclusion?	2015	496	2.89	1.12	2017	456	3.01	1.140
	2015				2017			
	2015				2017			

# Spring 2018 Student Survey

## EAB Survey



# Next Steps

- College and division data, if available
- Specific comments that can be addressed
- Publish the executive summary
- Maintain progress
- Address issues of concerns:
  - Improve the climate for those who've been made uncomfortable
  - Faculty diversity
  - Carrollton climate
  - Inclusive diversity: starting immediately with religious, political, disability, gender

# Engage West Survey

Based on your own experience at UWG, please indicate your level of agreement with the following statements about diversity and inclusion.

*(Diversity refers to differences in identities such as age, color, creed, education, ethnicity, gender expression, national origin, physical and cognitive ability, political views, race, sex, sexual orientation, socioeconomic class, and veteran status; inclusion is the use of approaches that integrate and value these differences)*

*Strongly Agree Agree Disagree Strongly Disagree N/A*

- UWG senior leadership models the importance of diversity & inclusion
- Diversity & inclusion goals are included and assessed in my departmental goals
- Based on my experience at UWG, I would recommend UWG to individuals who share similar backgrounds or identities with me
- Diversity and inclusion are fully embraced within the campus culture at UWG

The climate on the UWG campus is respectful for people who are:

*(Please respond to all categories based on your perceptions even if they do not all apply to you individually)*

*Strongly Agree Agree Disagree Strongly Disagree N/A*

- Affected by disabilities (any and all types)
- From racial and ethnic minority populations
- Adult learners
- From non-Christian religions
- From Christian religions
- Gay, lesbian, bisexual, transgender
- International
- Non-native English speakers
- Politically conservative
- Politically liberal
- Socioeconomically disadvantaged
- Other identity (please specify)