

Middle Georgia State University Faculty Recognition Standing Committee  
AY 2016-2017  
Minutes of Meeting No. 1  
Macon Campus, COAS, Room 206  
Friday, October 28, 2016

Mr. Pedro Colón (Lecturer of Information Technology, Recorder)  
Dr. Charlotte Miller (Assistant Professor of History)  
Ms. Jessica Pipkin (Lecturer of Occupational Therapy Assistant)

committee agreed that nominations should be in no later than 2 weeks before the committee met for selecting the winners. Supporting documentation by the nominees must be in a week before the voting,

- c. The due date for nominations was set to February 3, 2017. The chair will send a reminder on February 1, 2017 for faculty to nominate or self-nominate. Nominees must submit their documentation by February 10, 2017. The chair will review the packages and upload them to the shared drive by February 15, 2017. The committee will meet February 24, 2017 to select the winners.
- d. The committee discussed the need for creating a staff award and an advising award and decided on not creating either one. It was determined that this committee was faculty recognition exclusively. There was also a discussion if someone who is staff and also teaches should be considered for a faculty award. The committee determined the awards are strictly for faculty.
- e. The committee discussed the possibility of presenting the faculty awards at graduation instead of at Honors Convocation. The committee agreed not to present at graduation because it wasn't practical due to the multiple ceremonies.
- f. Marina provided a handout on how to access the shared computer drive.

Announcements – There were no further announcements.

The meeting adjourned at approximately 11:06 am.

Respectfully submitted,

Mr. Pedro Colón, Recorder