

Middle Georgia State University Faculty Recognition Standing Committee
AY 2017-2018c
Minutes of Meeting No. 1
Macon Campus, Jones, Room 211
Friday, October 13, 2017

Present:

Dr. Charlotte Miller (Associate Professor of History, Chair)
Mr. Pedro Colón (Lecturer of Information Technology, Recorder)
Dr. Susan Durr (Associate Professor of Psychology)
Ms. Tamara Gray (Lecturer of Mathematics)
Dr. Tripp Shinn (Professor of Economics)
Ms. Marina Spears (Associate Professor of English and Reading)
Dr. Stephen Svonavec (Academic Program Director, Office of Academic Affairs)
Dr. Adam Young (Associate Professor of English)
Mr. Jeffrey Wiles (Assistant Professor of Biology)

Absent:

Dr. Charles Matson (Associate Professor of Respiratory Therapy)
Dr. Sherie Owens (Assistant Professor of Education)
Mr. Robert Torres (Lecturer of Aircraft Maintenance)

Presiding:

Dr. Charlotte Miller (Chair, Faculty Recognition Committee)

1. Dr. Charlotte Miller called the meeting to order at 9:00 am.
2. The agenda for the October 13, 2017 meeting was reviewed by committee members present and was approved.
3. New business
 - a. Nominations were taken for chair-elect and recorder. Dr. Jeffrey Wiles volunteered to be chair-elect and was voted by the committee to be chair-elect. Mr. Pedro Colón volunteered to be recorder and was voted by the committee to be recorder.
 - b. Dr. Miller stated that Daryl Hancock made her aware of a web page on the MGA web site created for the Faculty Recognition Committee. The web page includes nomination guidelines and a list of past winners. The committee decided to use the web page for processing the nomination procedure. Mr.

Adam Young proposed that the web page provide a form for submitting nomination packages.

- c. The committee reviewed nomination procedures and collection materials for awards. A discrepancy was noted in the language of nominating that required an additional letter if the user self nominates. The committee voted to change the language so that only one nomination letter is needed if the nomination is done by someone other than the nominee. Dr. Miller will change the language to reflect that change. The committee decided that incomplete packages will not be processed and that packages can also be emailed to the chair of the committee.
 - d. The committee discussed the time frame needed to receive materials for awards. The 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,
 - e. The committee discussed changing the presentation of the faculty awards at graduation instead of at Honors Convocation. The committee voted to present at graduation. Pending approval by the Provost of changing the presentation at graduation, a date for when the nomination packages are due will be determined at a later date, with a goal of doing it before Spring break.
 - f. The committee discussed the possibility of adding new awards. The committee decided not adding any additional awards at this time.
 - g. The web page for Faculty Recognition needs to be updated with the names of the current members of the committee and the changes to the nomination guidelines.
4. Announcements – There were no further announcements.
 5. The meeting adjourned at approximately 9:45 am.

Respectfully submitted,

Mr. Pedro Colón, Recorder