

11SP-05
SGOC Proposal Submission
Amendment to the Faculty Association Constitution and Bylaws
Arkansas State University Faculty Association Ad Hoc Committee for Centennial

The Faculty Association in April 2010 approved the Amendment to the Constitution and Bylaws housed in the Faculty Handbook for the establishment of an “Arkansas State University Faculty Association Historical Committee”. The standing committee is charged with overseeing the nomination and approval process for permanently honoring future distinguished faculty who have since retired and also charged with maintaining the archives/historical records of the faculty and the association. Membership on the committee will consist of one representative who is a tenured faculty member from each of the academic colleges. Details about the work of this committee follow in the amendment approved by the faculty. Because the Faculty Association Constitution and Bylaws are housed in the Faculty Handbook, and because changes to the Faculty Handbook must be approved by the Board of Trustees, the approved amendment is being vetted through the Shared Governance process.

This resolution and amendment will carry on the work started and will continue to add names of “Outstanding Faculty” as stated in the provisions of the amendment, to the permanent display board which is currently mounted outside Centennial Hall. We feel that the work started by the Arkansas State University Centennial Celebration Committee and the Faculty Association Ad hoc Committee for Centennial Celebration Projects & Activities, chaired by Dr. John Hall, will continue the efforts in place to recognize the many and outstanding contributions faculty have made to Arkansas State University.

This proposal is submitted by the Faculty Senate on behalf of the Faculty Association.

Amendment to the Constitution of the Faculty Association of Arkansas State University Bylaws of the Faculty Association

Arkansas State University Faculty Association Ad hoc Committee for Centennial Celebration Projects & Activities

Whereas two of the institutional priorities are to “Enhance the university’s reputation, visibility, and influence” and to “Enhance learning by focusing on the institution’s priorities-teaching, research, and service.”

Whereas one of the major centennial goals in the Arkansas State University Centennial Celebration Master Plan is “To establish new legacies and traditions for the university’s second century of teaching, research, and service.”

Whereas the Arkansas State University Faculty Association Ad hoc Committee for Centennial Celebration Projects & Activities and the ASU Faculty Association have designed and erected a permanent display outside of Centennial Hall in the Student Union for honoring former ASU faculty members who have made long-term significant contributions to ASU.

Whereas the ASU Faculty Association has honored the first 100 distinguished faculty from 1909-2009 by permanently placing their name, degree, title, and years of service on the display.

Whereas there is a need to continue this practice as a tradition for the university’s second century of teaching, research, and service.

Whereas the ASU Faculty Association is the body that should be responsible for accepting and generating nominations of faculty who may be worthy of future distinction and approving nominations

Whereas there is a need for a standing committee of the ASU Faculty Association to oversee the nomination and approval process for permanently honoring future distinguished faculty who have since retired.

Whereas there is also a need for a standing committee of the ASU Faculty Association to maintain the archives/historical records of the faculty and the association.

Whereas the proposed amendment listed below would become V. of the Bylaws of the Faculty Association and the current V. would become VI. Amendment of Bylaws.

Be it resolved that the Arkansas State University Faculty Association Historical Committee is created as a standing committee of the association and charged with overseeing the nomination and approval process for permanently honoring future distinguished faculty who have since retired and also charged with maintaining the archives/historical records of the faculty and the association.

Membership on the committee will consist of one representative who is a tenured faculty member from each of the academic colleges. Members will be selected by the Executive Committee of the ASU Faculty Association. Members selected to serve on the committee should have a long history of employment as ASU faculty. The committee will elect a chair. The length of the term for each committee member is five years. Every five years beginning in the fall of 2014 the committee will put forward a call for nominations. The committee will follow the modified *Criteria for Inclusion* and the *Procedure for the Nomination Process* listed below which was originally established by the Arkansas State University Faculty Association Ad hoc Committee for Centennial Celebration Projects & Activities (2008). The committee and the ASU Faculty Association Executive Committee will be responsible for having the names of the distinguished faculty honorees, highest degree, title, and years of service engraved on the prefabricated name plate and permanently attached on the display outside of Centennial Hall. The names will be unveiled every 5 years during the spring meeting of the ASU Faculty Association and Faculty Honors Convocation. Distinguished faculty honorees and their families will be invited to these events.

The *Criteria for Inclusion* and the *Procedure for the Nomination Process* listed below.

Criteria for Inclusion of Nominee:

- (1) Nominees must be former ASU faculty members.
- (2) Other than in exceptional cases nominees must have a minimum of 10 years of service to ASU.
- (3) They must have made long-term significant contributions to ASU.

Procedure for the Nomination Process:

- (1) The Historical Committee will notify all ASU Academic Deans of their plans to honor select former faculty and the criteria that nominees must meet and the procedures for submitting nominations.
- (2) Academic Deans will be asked to form a faculty nominating committee consisting of current faculty representatives from every department and program within their respective college. Deans will be asked to include as many “seasoned” faculty as possible on these college nominating committees. Nominating committee members need to have a long history of employment as ASU faculty.
- (3) Each college nominating committee will submit the names of faculty members who meet the criteria for inclusion and who should be considered as nominees. Each college nominating committee will also **rank order** these names. These names will be provided to the Chair of the Historical Committee and copied to the college dean by mid-October.
- (4) Each nomination must include the following in order to be considered:
 - a. Nominee’s full name and highest degree (e.g., Ph.D., Ed.D., MFA, MSN, etc.)
 - b. Nominee’s rank and title (e.g., Professor of Chemistry)
 - c. Year of first contract and year of last contract (e.g., 1991-2014)
 - d. Key contributions to ASU (i.e., why the former faculty member is being nominated)
 - e. Rank order (see # 3 above)

- (5) The Historical Committee has the right to select nominations for presentation to the ASU Faculty Association Executive Committee. The committee should consider approximately 10 nominations every five years.
- (6) The Historical Committee will vote on a final list of nominees and forward the list to the ASU Faculty Association Executive Committee for final approval.

