

# Provost Notes

Georgia College & State University

April 2018

## Promotion and Tenure

Georgia College recently approved the promotion of 24 faculty members for their excellence in teaching, scholarship/creative activities, and service to the university, community and/or profession. The university would also like to announce that 11 faculty members earned tenure. All promotions and tenured statuses become effective with the start of the 2018-2019 contract year:

### College of Arts & Sciences

- Elissa Auerbach, promotion to Professor
- Kasey Karen, tenure and promotion to Associate Professor
- Allison VandeVoort, tenure and promotion to Associate Professor
- Lori Robinson, promotion to Senior Lecturer
- Claire Sanders, promotion to Senior Lecturer
- Stephanie Opperman, tenure and promotion to Associate Professor
- Amanda Respass, promotion to Senior Lecturer
- Angel Abney, promotion to Professor
- Jebessa Mijena, tenure and promotion to Associate Professor
- Hong Yue, tenure and promotion to Associate Professor
- Ashley Taylor, tenure and promotion to Associate Professor
- Eric Griffis, promotion to Professor

### College of Health Sciences

- Josie Doss, tenure and promotion to Associate Professor
- Leslie Moore, promotion to Professor
- Kelley Massey, tenure and promotion to Associate Professor
- JoAnne Raatz, promotion to Senior Lecturer
- Emily Simonavice, tenure and promotion to Associate Professor

### J. Whitney Bunting College of Business

- Brooke Conaway, tenure and promotion to Associate Professor
- Ling Leng, promotion to Professor
- Bryan Marshall, promotion to Professor
- Juan Ling, promotion to Professor

### John H. Lounsbury College of Education

- Linda Bradley, promotion to Professor
- Yeprem Mehranian, tenure and promotion to Associate Professor
- Rui Kang, promotion to Professor

## OIE presents Diversity & Inclusion In the Workplace

The Office of Inclusive Excellence will present *Diversity and Inclusion in the Workplace* on Wednesday, April 18, 2018, in the MSU Donahoo Lounge. Participants will learn the importance of diversity to our organization, how to work in an environment that supports a diverse workforce, how to avoid potential problems, and how to develop their own strengths through diversity and inclusion. One session still available: 9 a.m.–11 a.m. Space is limited to 35 participants; please register as soon as possible. This event is part of the Civility Development Workshop series and of the We are 3Rs: Civility - Moving toward Inclusive Excellence initiative. To register for a session, please click [here](#).

## National Council on Undergraduate Research (NCUR) 2018

Georgia College celebrated mentored undergraduate research & creative endeavors at the NCUR Conference held in Edmond, OK, April 4-7, 2018. A total of 43 students represented 56 authors and coauthors at the conference. The students provided 15 poster presentations, 16 oral presentations, and one visual arts exhibition.

There were 12 disciplines represented (Arts, Biology, Bio-Chemistry, Chemistry, Physics, Communication, English, Environmental Science, Health Sciences, History, Math, Political Science, and Psychology). The students were accompanied by Drs. Doreen Sams, Kelly Massey, and Min Kim, as well as Jaclyn Queen who chaperoned the students on the bus trips and served as the photographer.

## Faculty Onboarding/Hiring

Completed paperwork for full-time faculty, new or returning part-time faculty, or graduate assistants for Fall 2018 is due **June 29, 2018**.

All **Graduate Assistant** Applications must be submitted via Academic Affairs Epiware. Human Resources has access to this Epiware site and will be able to download the forms directly.

The **Part-time Faculty Teaching Agreement** is now part of GC Signatures/DocuSign. No paper forms are accepted. The online form is available at <https://docusign.gcsu.edu/node/1> (login via Unify). The part-time faculty member does NOT have to login to Unify or have a gcsu.edu email address to complete the form.

The BOR/USG is in the process of changing the background check vendor that we have used in the past. Until further notice, please continue to use the information from HRTruCheck attached to the Faculty Appointment Form.

Please encourage new part-time faculty, new graduate assistants, and full-time faculty to stop by Human Resources as soon as possible to complete the I-9 form. This form is critical in the hiring process, and it can be completed well in advance of an August start date. The employees will be required to show original documents from the list of documents available at this US immigration site:

[https://www.uscis.gov/system/files\\_force/files/form/i-9.pdf?download=1](https://www.uscis.gov/system/files_force/files/form/i-9.pdf?download=1)

**Rehired Retirees** - In all cases when hiring a retiree, please be aware of the added processing time and approvals that are required for retirees. Rehired retiree approvals must be obtained every year. Retired Employee Applications are available through GC Signatures/DocuSign. Link: <https://docusign.gcsu.edu/node/1>

**Dual Employment** – Start dual employment processing early. It takes substantial time to collect the USG required information from other colleges and the retirement system. Link to USG information:

[https://www.usg.edu/assets/hr/benefits\\_docs/USGDualAppointmentAgreement.pdf](https://www.usg.edu/assets/hr/benefits_docs/USGDualAppointmentAgreement.pdf). These changes are necessary for University compliance with the University System of Georgia, State, and Federal Laws and Procedures.

## Georgia College Wins \$10,000 Momentum Year Grant

Georgia College Academic Advising Center was recently awarded a \$10,000 Momentum Year Grant to implement a new program in Team Advising. Institutions attending the USG-sponsored *Advising Academy* at the University of West Georgia in November were asked to develop a proposal for a program to be implemented on their campuses related to one or more of the tenets of the USG's Momentum Year Initiative. Team Advising, where a team of advisors consisting of an academic advisor, a career center advisor, and a faculty mentor meet periodically to review students for completion of milestones, course requirements, and overall progression topics in their major and/or focus-area. Team Advising will help to ensure that any issues in a student's progression are reviewed and addressed collectively. The GC Team will begin implementing the work of Team Advising during the 2018 fall semester.

### Guide Mobile App for Students Launch

**Guide**, a student-centered mobile app, will be introduced to our first-year students at Orientation this summer. The app provides students with the support they need, when they need it, and where they need it – on their smart phones. With **Guide** Georgia College can provide the just-in-time information students need to stay on track toward graduation.

### The Learning Center Earns High-Level Certifications

The Learning Center is celebrating two major accomplishments that reflect the Center's quality and success in the realm of tutoring and academic assistance: the highest tutor program certification awarded by **College Reading & Learning Association's International Tutor Training Program Certification (ITTPC)** and the **Supplemental Instruction Program Certification** from the International Center for Supplemental Instruction. The Georgia College Learning Center is one of only twenty programs to receive the Supplemental Instruction Program Certification in the U.S. and the only one in the state of Georgia.

**Celebration of Excellence  
Ceremony**  
April 20, 2018  
Russell Auditorium

*Georgia College & State University*  
*Office of Academic Affairs*  
Parks 307 478-445-4715

**Celebration of Faculty Scholarship**  
April 30, 2018  
4:00 p.m.-6:00 p.m.  
Leland Gallery, Ennis Hall