318 Awards for Excellence

Pursuant to Section 3.2.2, Regents’ Awards for Excellence in Teaching and Student Success (Board of Regents Policy Manual), each University System of Georgia institution shall develop and implement systematic programs to recognize and reward faculty for excellence in teaching and service to students. Georgia Southern also recognizes excellence in research/creative scholarly activity. Georgia Southern’s Awards for Excellence program has two purposes: to recognize and reward faculty for achievements in instruction, research/creative scholarly activity, and exceptional achievement and to provide continuing opportunities for faculty development. Recipients must be nominated by administrators, their colleagues, or students and are selected through a peer review process. Each recipient receives a monetary award in August to continue instructional, research, or service activities and to develop a mechanism for sharing expertise with faculty, staff, and students in accordance with relevant policy and contractual agreements equal to the value of one summer course.

- The Award for Excellence in Contributions to Instruction is not an award for the best teacher or the most popular teacher, but is an effort to honor contributions to the teaching-learning process at the institutional level. The recipient must demonstrate excellence in the classroom and beyond by making contributions to the discipline and to the overall institutional mission.
- The Award for Excellence in Research/Creative Scholarly Activity seeks to recognize faculty who excel in their research efforts in addition to fulfilling regular full-time teaching responsibilities.
- The Award for Excellence in Service is designed to recognize and reward faculty who use their academic disciplines to provide non-compensated assistance to the community and region, as well as in the academic arena.

In addition to the Awards for Excellence program, the University coordinates numerous other faculty awards related to teaching, scholarship/creative activity, and/or service.

Approved by Faculty Senate XXX; approved by President XXX; approved by President’s Cabinet XXX.

319 Summer Teaching and Employment

Summer Assignments for Faculty. Opportunities for summer employment are available as summer enrollment and budget allocations allow. Payment of compensation to faculty members for full-time employment during the summer session shall be at a rate not to exceed 33 1/3% of the faculty member’s regular, nine-month compensation for the previous academic year. The University exercises fiscal caution when making summer allocations. For this reason, classes must have sufficient enrollment to be offered.

Extradepartmental Payments. It is the faculty member’s responsibility to notify the department chair of any externally funded summer payments. Frequent among these are employment funded by extramural grants and contracts and/or payments from other departments. All such payments must be processed through the University’s payroll system and, therefore, must be listed on the summer employment PPGRA that the department chair submits to the dean. Since department chairs, deans, and the Provost’s Office do not always receive notice of grant awards, sponsored payments may not be made unless faculty make certain that their department chairs have the pertinent information and know to initiate the appropriate paperwork.

Methods of Pay. The University System of Georgia Shared Services unit determines the summer payroll schedule. Revisions to summer payments must be submitted on the summer Personnel Action Forms to the Provost’s Office no later than July 31st. No revisions will be accepted after July 31st, except in the rare case where external funding provided by a grant or contract is finalized and approved by the Office of Research Services and Sponsored Programs after this date. Two checks are typically issued for non-teaching assignments.

Benefits. The only deductions taken out of summer paychecks are retirement, FICA, and FICA-Med.

Revised by the Provost’s Office, April 2016, to conform with Board of Regents’ policy. Approved by Faculty Senate XXX; approved by President XXX; approved by President’s Cabinet XXX.
321.02 Graduate Faculty
A member of the graduate faculty at Georgia Southern University must be an active, productive, creative scholar, or creative performer in his/her discipline. In order to teach graduate students how to be active scholars, practitioners, and/or performers in their own right, graduate faculty must be involved in the current knowledge, methods, and techniques of their disciplines. This modeling of sustained scholarship/performance is the cornerstone of quality graduate education.

There are two categories of graduate faculty: member and affiliate. Members of the graduate faculty are professorial faculty on tenured or tenure-track appointments and are appointed to granted graduate faculty status upon appointment. Affiliate graduate faculty status includes research appointees, limited-term, adjunct, instructor, lecturer, senior lecturer, or part-time faculty who may appropriately teach graduate classes and serve on thesis and dissertation committees. Affiliate status can also be used to recognize outstanding scholars, including those who work in government agencies, private industry, healthcare, and education who are not full-time employees of Georgia Southern University, but who participate on thesis and dissertation committees. To award affiliate graduate faculty status, a notification form must be completed and forwarded through the appropriate dean’s office to the Office of Graduate Studies for processing. All decisions regarding affiliate graduate faculty status are final at the dean’s level.

Members are eligible:
- to teach graduate courses;
- for membership on university graduate committees;
- to serve on program-level examination committees; and
- to direct and/or chair master's and doctoral committees as approved by the department/school or division.

Affiliates are eligible:
- to teach graduate courses for which the individual has been credentialed as per university policy;
- to serve on program-level examination committees; and
- for membership on and/or co-chair master's and doctoral committees as approved by the department/school or division.

Member and affiliate graduate faculty status is granted permanently. All faculty who are awarded emeriti designation retain their graduate faculty status.

Approved by Faculty Senate, November 28, 2016; approved by President, December 7, 2016 XXX; approved by President XXX; approved by President's Cabinet XXX.

321.05 Emeritus/a Policy
Purpose
The purpose of the Emeritus/a Policy is to outline the process for faculty and/or administrative officers to apply for emeritus/a status and to define the rights and privileges associated with this title. Emeritus/a status is granted to encourage continued association with the University for the purposes of university service, instruction, and scholarly investigation.

Policy
The Emeritus/a title is an honorary title awarded to full-time faculty and/or administrative officers who, at the time of retirement, had 10 or more years of honorable and distinguished University System of Georgia service. In accordance with Board of Regents policy (Board of Regents Policy Manual, § 8.3.13), only the president can confer
the title of emeritus/a. The title of president emeritus/a can only be conferred by the Board of Regents upon the recommendation of the Chancellor (Board of Regents Minutes, January 2009). A faculty member and/or administrative officer must have met the length of service requirement prior to beginning a phased-in retirement to be eligible for emeritus/a status. An application for emeritus/a status must follow the procedures outlined below and must be submitted either during the final academic/fiscal year of employment or no later than one year after the date of retirement.

The bestowal of the emeritus/a title is a privilege, not a right, and requires a two-step process: (1) a completed and approved Application for Emeritus/a Status; and (2) a completed Emeriti Designation Packet, which officially confers the emeritus/a title effective immediately (if the individual is already retired) or upon retirement.

Nomination Criteria

The criteria used in the selection of retired(ing) faculty members and/or administrators for this honor shall include, but not be limited to, professional recognition in one or more of the following areas:

- excellence and/or innovation;
- university or college recognition, awards, honors;
- professional association recognition, awards, honors;
- community and/or professional service contributions, recognition, awards, honors;
- a consistent record of quality performance as demonstrated by one or more of the following:
  a) a substantive record of achievement commensurate with national and international standards within the specific discipline;
  b) a recognized record of outstanding teaching, educational, or employment field contributions; and/or
  c) clear evidence of service to the University beyond normal expectations.

Benefits/Privileges/Recognition

1. Invitation to participate in public ceremonies of the University, including commencement, open houses, and selected university functions.
2. Invitation to certain departmental, college, and university events.
3. Complimentary copies of university publications.
4. Inclusion in the faculty/administrator listing on the university emeriti webpage [http://jobs.georgiasouthern.edu/about/emeritus/](http://jobs.georgiasouthern.edu/about/emeritus/).
5. Inclusion in the Commencement bulletin immediately following awarding of emeritus/a title.
6. Certificate with name and emeritus/a rank.
7. Eligibility to enroll and attend classes for free, subject to space availability and approval of the instructor.
8. Upon recommendation of the department chair and approval of the dean and provost, eligibility to work on sponsored grants, including serving as principal investigator or co-investigator.
9. Entitlement to use official university stationery and other departmental office privileges for the purposes of university service.
10. Eligibility to serve on doctoral dissertation or project committees, as appropriate.
11. Emeritus/a faculty members and administrative officers are entitled to all benefits the University grants to retired faculty and staff members as follows.
   - Free parking [hang tag](http://jobs.georgiasouthern.edu/about/emeritus/)
   - Georgia Southern University email account
   - Georgia Southern University ID
   - Library privileges
   - Reduced RAC membership—½ price
   - Bookstore discount
   - Retiree health benefits