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Notification of a Death in the University Community

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Georgia Southern University

Faculty Welfare Committee

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Approved by the Senate: 10/29/2007

Not Approved by the Senate:

Approved by the President: 11/14/2007

Not Approved by the President:

Notification of a Death in the University Community

Submitted by Jean-Paul Carton

10/11/2007

Motion:

The Senate Faculty Welfare Committee recommends that, upon notification of a death in the University community (current employee or retiree, student),

- an announcement of the death be issued by the President's Office, subject to the wishes of the individual and family;
- a notice of details regarding final arrangements be made to the University community should family members wish such details be made public;
- the counseling center be notified so that adequate staff may be available to help other members of the University community begin the grieving process and provide ways for emotions to be recognized and expressed;
- the individual's department head or department representative, after issuing condolence to the family, consult with them about an appropriate form of remembrance/memorial service from the GSU community should the family so desire;
- University administrators allow family members adequate time to collect the individual's personal belongings.

Rationale:

This is the Faculty Welfare Committee's response to a Senate Executive Committee September 13, 2007 charge. One of the most difficult situations we may face at Georgia Southern University is the death of a faculty or staff member, student, or retiree. Because a significant event of this nature may be upsetting for the University

community, the Faculty Welfare Committee believes that this proposed set of measures appropriately addresses the concerns expressed by Mary Marwitz in her initial motion.

Senate Response:

Jean Paul Carton (CLASS) Chair, Faculty Welfare Committee introduced the motion:

“The Senate Faculty Welfare Committee recommends that, upon notification of a death in the University community (current employee or retiree, student),”

“• an announcement of the death be issued by the President’s Office, subject to the wishes of the individual and family; • a notice of details regarding final arrangements be made to the University community should family members wish such details be made public;

• the counseling center be notified so that adequate staff may be available to help other members of the University community begin the grieving process and provide ways for emotions to be recognized and expressed;” what number, fourth bullet “

• the individual’s department head or department representative, after issuing condolences to the family, consult with them about an appropriate form of remembrance/memorial service from the GSU community should the family so desire;

• University administrators allow family members adequate time to collect the individual’s personal belongings.” The motion was seconded and passed.