

**COMMITTEE NAME:** EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE (ECUS) WITH STANDING COMMITTEE CHAIRS

**MEETING DATE & TIME:** 01 SEPTEMBER 2017; 3:30 –4:45

**MEETING LOCATION:** PARKS ADMINISTRATION BUILDING, ROOM 301

**ATTENDANCE:**

<b>MEMBERS</b>	<b>“P” denotes Present, “A” denotes Absent, “R” denotes Regrets</b>
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<b>P</b> Alex Blazer (CoAS, ECUS Vice-Chair)	<b>P</b> Craig Turner (CoAS, ECUS Secretary)
<b>P</b> Kelli Brown (Provost)	<b>R</b> J.F. Yao (CoB, ECUS Member)
<b>R</b> Jolene Cole (Library, ECUS Member)	<b>P</b> John Swinton (CoB, APC Chair)
<b>P</b> Nicole DeClouette (CoE, ECUS Chair)	<b>P</b> Lyndall Muschell (CoE, CAPC Chair)
<b>R</b> Steve Dorman (University President)	<b>P</b> David Johnson (CoAS, FAPC Chair)
<b>P</b> Will Hobbs (CoHS, ECUS Member)	<b>P</b> Diana Young (CoAS, RPIPC Chair)
<b>P</b> Chavonda Mills (CoAS, ECUS Chair Emeritus)	<b>P</b> Emily Gomez (CoAS, SAPC Chair)

<b>GUESTS</b>
Mary Magoulick ( SoCC Chair)
Qiana Wilson (University Counsel)

<i>Italicized text denotes information from a previous meeting.</i>
*Denotes new discussion on old business.

<b>AGENDA TOPIC</b>	<b>DISCUSSIONS &amp; CONCLUSIONS</b>	<b>ACTION OR RECOMMENDATIONS</b>	<b>FOLLOW-UP</b> {including dates/responsible person, status (pending, ongoing, completed)}
<b>I. Call to Order</b>	The meeting was called to order at 3:27 pm by Nicole DeClouette (Chair).		
<b>II. Approval of Agenda</b>	A <b><u>MOTION</u></b> to approve the agenda was made and seconded. A revision to the agenda was proposed to move the university senate bylaws item to immediately follow the approval of the agenda to accommodate the	The agenda was approved as amended.	

	schedule of one of the meeting guests (University Counsel Qiana Wilson). This revision was accepted by those present with no dissenting voice.		
<b>III. Approval of Minutes</b>	As this was the first ECUS-SCC meeting of the 2017-2018 academic year, there were no ECUS-SCC minutes to review.		
<b>IV. Reports</b>			
<b>President's Report</b> <b>President Dorman</b>	As President Dorman had extended <i>Regrets</i> and was unable to attend this meeting, there was no President's Report.		
<b>Provost's Report</b>  <b>Interim Associate Provost</b> <b>Costas Spirou</b> <b>for</b> <b>Provost Kelli Brown</b>	<ol style="list-style-type: none"> <li>1. <b><u>2017-18 Academic Year</u></b> Fall semester is off to a good start.</li> <li>2. <b><u>University Curriculum Committee (UCC) Task Force</u></b> members selected (except for a representative from the Department. Chairs). <ol style="list-style-type: none"> <li>a. <b><u>ECUS-SCC Deliberation</u></b> A request for a SoCC (Subcommittee on the Core Curriculum) representative on this task force was made from the floor. The Provost was receptive to this request.</li> </ol> </li> <li>3. <b><u>University Senate Support</u></b> Since my arrival in 2013, new support for University Senate has been <ol style="list-style-type: none"> <li>1) include assisting university senate with a percentage of time of a staff position to provide continuity from year to year, especially with financials, etc.</li> <li>2) a one course release for each semester for the presiding officer;</li> </ol> Now I am proposing three credit hours of summer pay over eight weeks (June and July) to have a university senate </li> </ol>		

representative (i.e., incoming presiding officer) available to answer questions, be available for consultation, etc. Must follow BoR rules regarding amount of compensation in summer (at most 33 1/3%). Request: to put into practice for summer 2018.

- a. **ECUS-SCC Deliberation** While there was appreciation expressed for this additional support, there were some concerns expressed. Specifically
- 1) Given the nature of this work would not vary with the discipline of the individual, it was thought a consistent stipend would be better than the proposal to treat the stipend as a three hour summer course.
  - 2) There should be a narrative that clearly articulates the expectations of the individual representing the university senate formalized as a contract for this work.

While no formal vote was taken to discern the support of those present for the concerns raised, the points of concern resulted in a **MOTION** *that the Provost draft narrative that clearly articulates the expectations of the individual representing the university senate formalized as a contract for this work for review at the next ECUS-SCC meeting.* The motion was seconded. During the motion discussion, the Provost requested two volunteers from those in attendance to assist with the

	<p>drafting of this language. Both Alex Blazer (Presiding Officer Elect) and Chavonda Mills (Past Presiding Officer) volunteered to assist. The motion was adopted as amended with no dissenting voice.</p>		
<p><b>Subcommittee on Nominations (SCoN)</b>  <b>Alex Blazer</b></p>	<ol style="list-style-type: none"> <li>1. <b><u>Motions</u></b> SCoN has one motion to submit for university senate consideration at its 15 Sep 2017 meeting. See item 3 below.</li> <li>2. <b><u>Officers</u></b> The 2017-18 SCoN officers are Alex Blazer (Chair), (No Vice-Chair position) and Craig Turner (Secretary).</li> <li>3. <b><u>Slate of Nominees</u></b> Since the 21 Apr 2017 University Senate meeting, a number of changes have been made to the slate of nominees that will be submitted as a motion for a vote at the 15 Sep 2017 university senate meeting. <ol style="list-style-type: none"> <li>a. RPIP: Michael Watson has replaced Haley Dingess as a Selected Staff Senator.</li> <li>b. RPIP: Jessica Swain has replaced Bill Doerr as Staff Council Appointee.</li> <li>c. SAPC: Simplicie Tchamna has replaced Jeffrey Dowdy as a Volunteer.</li> <li>d. APC: Christina Smith has replaced Mariana Stoyanova as a Volunteer.</li> </ol> <p>This motion will be added to the consent agenda as unanimous endorsement is anticipated.</p> </li> <li>4. <b><u>SoCC Area E</u></b> The Chair of SoCC reports that Area E teaching representative Dana Wood has resigned from the committee; therefore, a replacement is needed.</li> <li>5. <b><u>USG Faculty Council (USGFC)</u></b></li> </ol>		

	<ul style="list-style-type: none"> <li>a. USGFC surveyed member institutions regarding their summer teaching policies over the summer.</li> <li>b. USGFC is clarifying its bylaws charge.</li> <li>c. USGFC wants member institutions to be aware of Learning Support Academy <a href="https://frontpage.gcsu.edu/announcement/usg-learning-support-academy">https://frontpage.gcsu.edu/announcement/usg-learning-support-academy</a>.</li> <li>d. USGFC fall 2017 meeting will take place Fri 1 Dec 2017.</li> </ul>		
<p><b>Executive Committee of the University Senate (ECUS)</b></p> <p><b>Nicole DeClouette</b></p>	<ul style="list-style-type: none"> <li>1. <b><u>Motions</u></b> ECUS has no motions for university senate consideration at its 15 Sep 2017 meeting.</li> <li>2. <b><u>Officers</u></b> The 2017-18 ECUS officers are Nicole DeClouette (Chair), Alex Blazer (Vice-Chair) and Craig Turner (Secretary).</li> <li>3. <b><u>Meeting</u></b> ECUS met on 01 Sep 2017 from 2:00pm to 3:15pm. The following topics were discussed. <ul style="list-style-type: none"> <li>a. <b><u>Operating Procedures</u></b> The ECUS reviewed and approved the revised ECUS Operating Procedures for 2017-18.</li> <li>b. <b><u>Appeals Process University Senate Committee Decisions</u></b> <ul style="list-style-type: none"> <li>i. The university senate bylaws already provide a process by which three university senators can bring items to ECUS for steering to a committee and possibly result in consideration by the university senate as a committee of the whole. (See</li> </ul> </li> </ul> </li> </ul>		

	<p>University Senate Bylaws IV.Section1)</p> <p>ii. ECUS recommends that all votes coming out of committees be reported; this includes recommendations <i>for</i> a proposal and recommendations <i>against</i> a proposal.</p> <p>1) Recommendation <i>for</i> a proposal will come to the university senate floor either as a formal motion or as an item on the consent agenda.</p> <p>2) Recommendation <i>against</i> a proposal will come to the university senate floor as an item on the consent agenda. A single university senator may remove an item from the consent agenda to be considered separately.</p> <p>3) This way each vote will be recorded and will provide a way for the university senate to advise the University President.</p> <p>c. <b><u>Proposed Revisions to University Senate Composition</u></b> This item was postponed pending the revisions to the university senate once curricular matters are removed. This may relieve the tension of not having enough elected faculty senators.</p> <p>d. <b><u>University Senate Bylaws</u></b> Qiana Wilson presented the recommended changes to the bylaws and ECUS</p>		
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	<p>members asked questions and gave further recommendations.</p> <ul style="list-style-type: none"> <li>e. <b><u>Elected Faculty Senator Election Oversight</u></b> <ul style="list-style-type: none"> <li>i. Request for Corps of Instruction List was made on August 25.</li> <li>ii. Once received, it will be forwarded to Chair of SCoN to proceed with apportionment.</li> </ul> </li> <li>f. <b><u>Revisions to the University Senate Committees Motion (include on the consent agenda?)</u></b> ECUS agreed that motions to revise the slate of nominees be included on the consent agenda because these revisions rarely require any discussion.</li> <li>g. <b><u>University Committees and Task Forces Update</u></b> Presiding Officer is working to find representatives to serve.</li> <li>h. <b><u>University Senate Representative to University Curriculum Committee Ad Hoc Task Force</u></b> Presiding Officer conducted the election this week and John Swinton was elected to represent the university senate in this capacity.</li> <li>i. <b><u>Standing Committee Officers Orientation (SCOO)</u></b> <ul style="list-style-type: none"> <li>i. Date: Friday, 22 Sep 2017, 3:30p</li> <li>ii. Location: A&amp;S 2-55</li> </ul> </li> <li>j. <b><u>University Senate Budget Update</u></b> <ul style="list-style-type: none"> <li>i. \$3,344.25 was spent for the retreat</li> <li>ii. Available balance: \$1,655.75</li> </ul> </li> </ul>		
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<p><b>Academic Policy Committee (APC)</b></p> <p><b>John R. Swinton</b></p>	<ol style="list-style-type: none"> <li>1. <b><u>Motions</u></b> APC has no motions to submit for university senate consideration at its 15 Sep 2017 meeting.</li> <li>2. <b><u>Officers</u></b> The 2017-18 APC officers are John R. Swinton (Chair), Rodica Cazacu (Vice-Chair) and Catrena Lisse (Secretary).</li> <li>3. <b><u>Meeting</u></b> The Academic Policy Committee met on 01 Sep 2017 from 2:00pm to 3:15pm. The following topic was discussed. <ol style="list-style-type: none"> <li>a. <b><u>Academic Standing at the Midterm</u></b>  APC is continuing its long-standing review of policies pertaining to the timely notification of students of their academic standing in classes. On behalf of APC, I requested that the information regarding the minimum requirements for course syllabi be posted in the same place that the required syllabus statements are posted. The Provost requested that I provide links to both locations to which I sent her the following: <ol style="list-style-type: none"> <li>i. “We concluded that it would be beneficial that links to both the required syllabus statements, which exist in these two locations (note that the links may require Unify credentials to access): <ul style="list-style-type: none"> <li>• <a href="https://intranet.gcsu.edu/com-mon-syllabus-statements">https://intranet.gcsu.edu/com-mon-syllabus-statements</a></li> <li>• <a href="http://www.gcsu.edu/registrar/required-syllabus-statements">http://www.gcsu.edu/registrar/required-syllabus-statements</a></li> </ul> and the minimum requirements for what belongs in a course syllabus, which currently exists in</li> </ol> </li> </ol> </li> </ol>		
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	<p>the PPPM at this location:  <a href="http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual/Academic-Affairs/EmploymentPolicies-Procedures-Benefits/Faculty-Rights-and-Responsibilities/Faculty-Work-Requirements/Syllabus-Requirements">http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual/Academic-Affairs/EmploymentPolicies-Procedures-Benefits/Faculty-Rights-and-Responsibilities/Faculty-Work-Requirements/Syllabus-Requirements</a>,  be found together. It appears that most faculty are currently aware of the links to the required syllabus statements. Therefore, it would probably be easiest if a link to the minimum requirements of a syllabus appear with the notice concerning the required statements. We are particularly interested in all faculty members being made aware that they are encouraged to provide feedback by mid-semester (item 11) in <i>all</i> classes, not just core classes.”</p>		
<p><b>Curriculum and Assessment Policy Committee (CAPC)</b>   <b>Lyndall Muschell</b></p>	<ol style="list-style-type: none"> <li>1. <b>Motions</b> CAPC has seven motions to submit for university senate consideration at its 15 Sep 2017 meeting. The topics of these motion are provided below in 3.a.</li> <li>2. <b>Officers</b> The 2017-18 CAPC officers are Lyndall Muschell (Chair), Angel Abney (Vice-Chair) and Angela Criscoe (Secretary).</li> <li>3. <b>Meeting</b> The Curriculum and Assessment Policy Committee met on 01 Sep 2017 from 2:00pm to 3:15pm. The following topics were discussed.</li> </ol>		

- a. **Motions** The following Action Items were deliberated and voted upon. The result of these votes, documenting CAPC actions, is given below.
- i. Restructuring College of Business Departments - approved
  - ii. Proposal to Form a Department of Communication - approved unanimously
  - iii. New Course - Core Curriculum Area E - Sustainability - approved unanimously
  - iv. Termination of Deactivated Programs - approved unanimously  
<Note that this motion is being parsed into four motions: one for each college: CoAS, CoB, CoE, and CoHS.>
- Each of these items will be submitted as a motion to university senate for deliberation and a vote.
- b. **Information Items** The following information items were shared with CAPC and will be documented in the CAPC minutes.
- i. **NEW COURSE PROPOSALS**
    - 1) **ENGL 5224 Renaissance Poetry and Prose** - A study of selected works of poetry and prose from the Renaissance period in England, continental Europe, and explorations of the Americas.
    - 2) **ENGL 5229 English Renaissance Drama** - A study of dramatic literature from the

	<p>Elizabethan and Jacobean periods in England.</p> <p>3) <b><u>ENGL 5450 International Women's Literature</u></b> - A study of literature and film by and about women from a global perspective and from perspectives of women's and gender studies.</p> <p>4) <b><u>ENGL 5530 Early American Literature</u></b> - A study of early American literature.</p> <p>5) <b><u>ENGL 5540 American Romanticism</u></b> - A study of American Romanticism.</p> <p>6) <b><u>ENGL 5660 Modern American Literature</u></b> - A study of early twentieth-century American literature.</p> <p>7) <b><u>ENGL 5675 Contemporary American Literature</u></b> - A study of contemporary American literature.</p> <p>8) <b><u>ENGL 5775 Folklore &amp; Literature</u></b> - A study of the interconnections between folklore and literature and how they influence each other, from a global perspective.</p> <p>9) <b><u>ENGL 5810 Film Studies</u></b> - A study of film and film theory.</p> <p>10) <b><u>ENGL 5820 Jane Austen on Film</u></b> - A study of selected texts by Jane Austen in comparison with film adaptations of Austen's work.</p>		
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ii. **CHANGES IN ACADEMIC PROFILE AND/OR CATALOG DESCRIPTIONS OF COURSES**

- 1) The academic profile of **ENGL 4110 Literary Criticism** and **5110 Literary Criticism** was changed to an in depth study of two or three critical theories. The revised catalog description should read: “A focused study of one or two methodologies of literary criticism.”
- 2) **ENGL 5440 Modern Drama** - Course Description and Academic Profile Change was made to expose literature students to both modern and contemporary drama. The following changes were made:
  - a) change the catalog description of ENGL 5440 Modern Drama from “a study of selected modern plays” to “a study of selected modern and/or contemporary plays,” and
  - b) change the academic profile of the course such that whenever the phrase “modern drama” appears, it is replaced with “modern and/or contemporary drama.”
- 3) **ENGL 5446 Modern Poetry** - Course Description and Academic Profile Change was made to expose literature

	<p>students to both modern and contemporary poetry. The following changes were made</p> <p>a) change the catalog description of ENGL 5446 Modern Poetry from “a study of selected modern poetry in English” to “a study of modern and/or contemporary poetry,” and</p> <p>b) change the academic profile of the course such that whenever the phrase “modern poetry” appears, it is replaced with “modern and/or contemporary poetry.”</p> <p>iii. <b><u>COURSE TITLE CHANGE</u></b></p> <p>1) The title of <b>ENGL 5555 American Literature 1865 to 1920</b> was changed to <b>ENGL 5555 American Realism.</b></p> <p>iv. <b><u>CATALOG REVISIONS – COE ADMISSION REQUIREMENTS FOR GRADUATE PROGRAMS</u></b> The admission requirements for the Masters of Education Programs, Masters of Arts of Teaching Programs, and Education Specialist Programs within the College of Education have been revised to provide clarity and consistency across degree areas.</p>		
<p><b>Subcommittee on the Core Curriculum (SoCC)</b></p> <p><b>Mary Magoulick</b></p>	<p>1. <b><u>Motions</u></b> SoCC has no motions to submit for university senate consideration at its 15 Sep 2017 meeting.</p>		

<p>2. <b><u>Officers</u></b> The 2017-18 SoCC officers are Mary Magoulick (Chair), Brandon Samples (Vice-Chair) and Kay Anderson (Secretary).</p> <p>3. <b><u>Meetings</u></b> The following summarizes SoCC activity at its recent meetings.</p> <p>a. <b><u>Information Items</u></b> SoCC reviewed the following information items on 25 Aug 2017</p> <ul style="list-style-type: none"> <li>i. Add a new psychology instructor, Stephanie Eileen Jett, to teach GC1Y section, <i>Psychological Ethics</i></li> <li>ii. Add a new business instructor, Cynthia Orms, to teach a new section of <i>Issues in International Business</i> (note: it was not indicated on the form whether this is a GC1Y or a GC2Y)</li> </ul> <p>b. <b><u>Area E Proposal</u></b> SoCC approved a proposal to add IDST 2050, <i>Sustainability</i>, to Area E of the core. The proposal will make its way through the system (CAPC approved it also and will add it as a motion for university senate consideration.)</p> <p>c. <b><u>Area B Section Proposals</u></b></p> <ul style="list-style-type: none"> <li>i. SoCC is accepting new proposals for Area B classes. Please inform your faculty colleagues who may be wishing to teach Area B sections.</li> <li>ii. Please be aware that the routing process has changed slightly, so that now we must receive three signatures before we can review proposals: the Chair's signature, the Dean's signature, and the Associate</li> </ul>		
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	<p>Provost's signature. All information about our proposal process is on our website:  <a href="https://intranet.gcsu.edu/socc">https://intranet.gcsu.edu/socc</a>  (requires unify credentials to login)</p> <p>d. <b>Area B Forums</b> SoCC has two upcoming forums scheduled:</p> <p>i. <b>Training Seminar</b> for all Faculty in HOW TO PROPOSE AN AREA B SECTION, Friday, Sep. 22, 2pm, A&amp;S 2-72. <b>Please encourage faculty in your area to attend.</b></p> <p>ii. <b>Discussion Forum</b> for faculty teaching (or wishing to teach) about the rewards and challenges of teaching in Area B. 2pm, Friday, Sep 29, 2pm, room TBA. <b>Please encourage faculty currently teaching in Area B to attend.</b></p> <p>e. <b>Area E Teaching Representative</b> is needed on SoCC to replace Dana Wood who left GCSU.</p>		
<p><b>Faculty Affairs Policy Committee (FAPC)</b></p> <p><b>David Johnson</b></p>	<p>1. <b>Motions</b> FAPC has one motion to submit for consideration by the university senate at its 15 Sep 2017 meeting. See 3.a.</p> <p>2. <b>Officers</b> The 2017-18 FAPC officers are David Johnson (Chair), Ashley Taylor (Vice-Chair) and Sarah Handwerker (Secretary).</p> <p>3. <b>Meeting</b> The Faculty Affairs Policy Committee met on 01 Sep 2017 from 2:00pm to 3:15pm and the following items were discussed.</p> <p>a. <b>Motion</b> A motion has been submitted to the university senate to switch to the shorter SRIS form (Student Rating of Instruction Survey).</p>		

	<ul style="list-style-type: none"> <li>b. <b><u>Peer Teaching Evaluation Pilot</u></b> FAPC has broad agreement on a pilot program for peer teaching evaluation, and is now working on the final draft.</li> <li>c. <b><u>Post-Tenure Review Notifications</u></b> <ul style="list-style-type: none"> <li>i. <u>Concern</u> was expressed that faculty who are up for post-tenure review are not being notified by the office of Academic Affairs.</li> <li>ii. <u>Reply</u> Provost Brown indicated her awareness of this issue and that notifications for this year should be going out soon. Going forward, the notifications should go out in May in compliance with the Post-Tenure Review policy.</li> </ul> </li> </ul>		
<p><b>Resources, Planning and Institutional Policy Committee (RPIPC)</b></p> <p><b>Diana Young</b></p>	<ul style="list-style-type: none"> <li>1. <b><u>Motions</u></b> RPIPC has no motions to submit for university senate consideration at its 15 Sep 2017 meeting.</li> <li>2. <b><u>Officers</u></b> The 2017-18 RPIPC officers are Diana Young (Chair), Donna Bennett (Vice-Chair) and Courtney Manson (Secretary).</li> <li>3. <b><u>Meetings</u></b> The Resources, Planning and Institutional Policy Committee met on 01 Sep 2017 from 2:00pm to 3:15pm and the following items were discussed. <ul style="list-style-type: none"> <li>a. <b><u>Operating Procedures</u></b> RPIPC first reviewed and approved the meeting agenda and the 2017-2018 RPIPC operating procedures.</li> <li>b. <b><u>RPIPC Scope</u></b> We continued our discussion from the August 15 meeting about whether changes to the RPIPC Scope would better describe the nature of the committee. Points discussed:</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>i. Does the “non-instructional personnel” description provide a narrow understanding of the kinds of policies we may recommend?</li> <li>ii. Would a change in language to describe the scope of RPIPC in a “catch-all” manner (we can take on any matter not otherwise directed to another committee) result in RPIPC being seen as a second-class university senate committee?</li> </ul> <p>We agreed to postpone a vote on any changes to this Scope until a future meeting.</p> <ul style="list-style-type: none"> <li>c. <b><u>Shared Sick Leave</u></b> During the previous academic year, RPIPC was involved in fact-finding regarding the GC shared sick leave program policy that has been developed to align with USG/BoR policy. Also during that time, GC Human Resources included regulations regarding this policy on their website, and their language mirrors that of the USG/BoR policy. Young: What does RPIPC have to do from this point forward? Hoffmann and Pierce: HR website has all necessary policy procedures in place, and shared sick leave was available during Open Enrollment in November 2016. We will draft a motion for review in the next week, and pending approval by the committee, bring this motion to the University Senate at its September or October meeting as a RPIPC policy proposal.</li> </ul>		
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d. **RPIPC Composition** The committee also discussed the possibility of changing RPIPC Membership. The committee has suggested that the committee should include among its 13 members an appointed CIO (Chief Information Officer) representative. Over the last few years, Bob Orr (the current CIO) has volunteered as a “guest” at RPIPC meetings, which has been extremely helpful; however, there is no formal mechanism for including a CIO representative. Last year, RPIPC discussed this issue without a formal proposed change to the “membership” of the committee. Michael Watson and Evita Shinholster (staff council representatives) noted that it has been difficult for Staff Council to fill their three RPIPC member positions in recent years; they suggested that we change membership of RPIPC in the following way: Change the “one (1) member who is a staff member appointed by a process determined by Staff Council” to “one (1) member who is the Chief Information Officer or an appointed representative of the Chief Information Officer.” We will draft a revised RPIPC membership description to reflect these discussed changes; committee will review and vote on these changes at its October meeting. Such changes will need to go through ECUS as it requires a change

	<p>in bylaws. Proposed changes should also be reviewed by Staff Council.</p> <p>e. <b><u>12-month Pay Option for Faculty</u></b>  We discussed the various materials related to the 12-month pay distribution option request for 10-month salaried employees. Jan Hoffmann and Jen Yearwood: there is documentation from various places supporting this option as ADP was being replaced (Spring 2014 GC faculty survey strongly supporting this option; March 21, 2015 statements from USG chancellor Huckaby and USG Chief Academic Officer Davis at the USG Faculty Council meeting promising this option) Leslie Pierce: There is a OneUSG Connect Project Team (she is the HR Functional Lead on this team) continuing to work on the roll-out of OneUSG Connect; there is a plan in place to have this 12-month distribution option for faculty in the future. Diana Young, Jan Hoffman, and Jen Yearwood (or Susan Allen) will contact Dennis Brown (our OneUSG Connect Project Team Lead) to learn about continued progress on this item and draft a resolution to bring to the University Senate if information about progress is not provided in the next month.</p> <p>f. <b><u>Sustainability/Recycling</u></b> We had small discussions how the recycling program (developed by the GC Sustainability Council) is being implemented in different places across</p>		
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	<p>campus. There may be inconsistencies in the existence of trash/recycling bins in different campus classrooms.</p> <p>g. <b><u>HR Policy</u></b> We also learned about a possible upcoming change in HR policy (that may need action from RPIPC) about vacation/annual leave accrual.</p> <p>h. <b><u>Next Meeting</u></b> More about these last two topics are expected in our October meeting.</p>		
<p><b>Student Affairs Policy Committee (SAPC)</b></p> <p><b>Emily Gomez</b></p>	<p>1. <b><u>Motions</u></b> SAPC has no motions to submit for university senate consideration at its 15 Sep 2017 meeting.</p> <p>2. <b><u>Officers</u></b> The 2017-18 SAPC officers are Emily Gomez (Chair), Wanda Johnson (Vice-Chair) and Simplice Tchamna-Kouna (Secretary).</p> <p>3. <b><u>Meeting</u></b> The Student Affairs Policy Committee met on 01 Sep 2017 from 2:00pm to 3:15pm and the following items were discussed.</p> <p>a. <b><u>HUB (Honoring, Uniting, Building)</u></b></p> <p>i. Jennifer Graham and Melissa Gerrior told us about all the programs and services offered at the HUB. The HUB includes the Women's Center, Cultural Center, and LGBTQ+ Center.</p> <p>ii. Mike Augustine and Laverne Renfro talked to us about issues related to Veterans on campus and a future Veteran's Center at the HUB.</p> <p>b. <b><u>Next SAPC Meeting</u></b> We will invite Veronica Womack to talk about the progress being made on the Diversity</p>		

	Action Plan, and find out how SGA can help move it forward.		
<b>V. Information Items</b> Actions/Recommendations			
<b>University Senate Budgets</b>  <b>Nicole DeClouette</b>	<ol style="list-style-type: none"> <li>1. <b>Foundation Account</b> for university senate is now established and has a balance of \$0.</li> <li>2. <b>Balance</b> The balance of the university senate budget (\$5000 allocation annually) is presently at <b>\$1655.75</b>. Anticipated expenditures include reimbursement of attendance expenditures to Alex Blazer for USG Faculty Council meetings during the 2017-18 academic year.</li> </ol>		
<b>Standing Committee Officer Orientation (SCOO)</b>  <b>Nicole DeClouette</b>	Nicole DeClouette indicated a date for the Standing Committee Officer Orientation (SCOO) had been selected based on the Doodle poll and was Fri 22 Sep 2017. The location of this meeting will be shared once it is confirmed via the pending R25 request. The start time of the orientation was proposed for 3:00pm based upon the Doodle poll. At the request of some of the standing committee chairs the orientation start time was changed to 3:30pm noting that there were a number of meetings scheduled for 2:00pm that day. This change brings the meeting to a consistency with the typical Friday afternoon meeting blocks of 2:00-3:15 and 3:30-4:45. Nicole DeClouette will send an email invite to standing committee officers once the location is confirmed for 3:30pm Fri 22 Sep 2017.		

<b>VI. Unfinished Business</b> <b>Review of Action &amp; Recommendations, Provide updates (if any) to Follow-up</b>			
<b>Appeals Process for Decisions of University Senate Committees</b>  <b>Nicole DeClouette</b>	<p>Nicole DeClouette reminded those present that as part of his narrative response to Motion 1617.CAPC.020.C, President Dorman stated <i>Finally, I charge the ECUS of the University Senate to consider an appeals process whereby decisions made by the various committees of the University Senate may be considered for appeal.</i></p> <p>This appeals process had been discussed at the 2017 Governance Retreat with the conclusion that there already exist channels of appeal. This retreat session had been co-facilitated by Nicole DeClouette and Chavonda Mills. Nicole DeClouette provided a synopsis of the findings of the session.</p> <ol style="list-style-type: none"> <li>1. The university senate bylaws already provide a process by which three university senators can bring items to ECUS for steering to a committee and possibly result in consideration by the university senate as a committee of the whole. (See University Senate Bylaws IV.Section1)</li> <li>2. All votes coming out of committees be reported; this includes recommendations for a proposal and recommendations against a proposal. <ol style="list-style-type: none"> <li>i. Recommendation for a proposal will come to the university senate floor either as a formal motion or as an informational item on the consent agenda.</li> </ol> </li> </ol>		

	<ul style="list-style-type: none"> <li>ii. Recommendation against a proposal will come to the university senate floor on the consent agenda. A single university senator may remove an item from the consent agenda to be considered separately.</li> <li>iii. This way each vote will be recorded and will provide a way for the university senate to advise the President.</li> </ul> <p>3. <b><u>ECUS-SCC Deliberation</u></b> A lively discussion of the proposal ensued with the following conversation points.</p> <ul style="list-style-type: none"> <li>i. All items on which a committee makes a recommendation (for or against) with a committee vote will be documented in the university senate committee minutes.</li> <li>ii. Recommendations for OR against will come to the university senate floor either as a formal motion or as an item on the consent agenda.</li> <li>iii. The consent agenda is for those matters for which unanimous agreement by all university senators is anticipated.</li> <li>iv. The placing of an item on the consent agenda will be determined by a recommendation of the committee via the committee chair and ultimately determined by the presiding officer in consultation with both the committee chair and the agenda setting body ECUS.</li> <li>v. It is anticipated that language detailing the process will be drafted by Nicole DeClouette in</li> </ul>		
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	<p>consultation with University Senate Parliamentarian John Sirmans for further review by ECUS as well as standing committee chairs. The ultimate repository of this language is anticipated to be the university senate bylaws. Naturally this will require subjecting this language to the university senate bylaws revision process.</p>		
<p><b>ECUS Composition</b> <b>Nicole DeClouette</b></p>	<ol style="list-style-type: none"> <li>1. Nicole DeClouette read into the record contextual information regarding a proposed revision to the composition of ECUS. The interested reader is directed to the 31 Mar 2017 ECUS-SCC minutes for details.</li> <li>2. Nicole DeClouette requested standing committee chairs to seek feedback from their committees on the proposal as the topic was not discussed at the 2017 Governance Retreat as planned.</li> <li>3. There was a request from standing committee chairs that the aforementioned contextual information be provided electronically by email. Nicole DeClouette and Craig Turner agreed to ensure that this information was shared.</li> </ol> <p><u>Note</u> <i>During the preparation of these minutes, it is noted that this contextual information email was sent to the distribution group <a href="mailto:scc@gcsu.edu">scc@gcsu.edu</a> of standing committee chairs.</i></p>		
<p><b>University Senate Composition</b> <b>Nicole DeClouette</b></p>	<ol style="list-style-type: none"> <li>1. Nicole DeClouette noted the source of this issue was the identification of the tension between the <i>number of elected faculty senators</i> and the <i>number of elected faculty senator positions on university senate committees</i>. Recent practice to relieve this</li> </ol>		

	<p>tension has been to find an elected faculty senator on SoCC willing to also serve on CAPC to meet the bylaws requirements pertinent to elected faculty senators. At present, Mary Magoulick is serving on both SoCC and CAPC. The interested reader is directed to the 31 Mar 2017 ECUS minutes for more details including ideas that were proposed during 2016-17 for consideration to relieve this tension.</p> <ol style="list-style-type: none"> <li>2. In light of the current development of the university curriculum committee and the uncertainty of the university curriculum committee's impact on the continuation of CAPC and SoCC, a recommendation to postpone consideration of this issue until there is more certainty – which is anticipated by January 2018 – was offered from the floor. There was no dissenting voice to this recommended course of action.</li> <li>3. There were brief conversation threads indicating that CAPC would almost certainly persist to review, develop and amend curricular policy and curricular assessment, the latter being the A of CAPC (Curriculum and Assessment Policy Committee).</li> </ol>		
<p><b>University Senate Bylaws</b> <b>Nicole DeClouette</b></p>	<ol style="list-style-type: none"> <li>1. <b><u>ECUS Deliberation Summary</u></b> The deliberation of ECUS on university senate bylaws was provided. The same supporting document that ECUS reviewed had been disseminated to all present with the agenda for this ECUS-SCC meeting. The interested reader is directed to the 1 Sep 2017 ECUS minutes for deliberation details. The topics summarized were</li> </ol>		

	<ul style="list-style-type: none"> <li>a. Proposed removal of curricular review function of CAPC, noting that this review function persists until current university senate bylaws are revised.</li> <li>b. An editorial suggestion to replace <i>be concerned with</i> with <i>review and recommend</i> in scopes of APC, CAPC, FAPC, RPIPC, SAPC.</li> <li>c. Addressing the policy-making vs policy-recommending language noting Will Hobbs was drafting some alternative language for consideration.</li> <li>d. Addressing the restriction of votes on academic matters to faculty noting Craig Turner was drafting language for consideration. Recommended from the floor was restricting the vote at the committee level to corps of instruction faculty for APC, CAPC and FAPC to ensure that elected faculty senators and faculty volunteers serving on the committee could vote at committee meetings. There was no clear consensus on whether to apply a restriction to elected faculty senators or corps of instruction for university senate votes.</li> <li>e. Next steps were for <ul style="list-style-type: none"> <li>i. Qiana Wilson to collect revisions into a new draft</li> <li>ii. Nicole DeClouette to disseminate the new draft to all committee members with a clear deadline for feedback</li> <li>iii. Nicole DeClouette to ensure that the first reading of the new draft</li> </ul> </li> </ul>		
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	<p>occur at the 20 Oct 2017 meeting of the university senate.</p> <p>2. <b><u>ECUS-SCC Deliberation</u></b></p> <p>a. No additional revisions were offered from the floor beyond those proposed by ECUS as addressed above.</p> <p>b. Discussion ensued about the UCC (University Curriculum Committee) and the composition of the task force to form the UCC resulting in the proposed incorporation of a SoCC representative. This proposal was accepted by Provost Brown.</p>		
<b>VII. New Business</b> Actions/Recommendations			
<b>Steering of Items to Committees</b>  <b>Nicole DeClouette</b>	At the time of this meeting, there were no items that required steering to a committee.		
<b>University Senate Agenda and Minutes Review</b>	<p>1. <b><u>Tentative Agenda 15 Sep 2017</u></b>: Based on the committee reports at this meeting</p> <p>a. <b><u>Motions</u></b> There will be up to nine motions on the agenda of this meeting of the university senate, specifically</p> <p>i. CAPC (7)</p> <p>1) Restructuring College of Business Departments</p> <p>2) Proposal to Form a Department of Communication</p> <p>3) New Course - Core Curriculum Area E - Sustainability</p> <p>4) Termination of Deactivated Programs &lt;Note that this motion is being parsed into four motions: one for each college: CoAS, CoB, CoE, and CoHS.&gt;</p> <p>ii. FAPC (1)</p>	The motion (circulate minutes) was approved.	<p>1. Nicole DeClouette to draft the tentative agenda of this university senate meeting.</p> <p>2. Motions to be entered into the online motion database by CAPC (7), FAPC (1), SCoN (1).</p> <p>3. Craig Turner to circulate the DRAFT of the university senate meeting minutes to university senators for review.</p>

	<p>1) Student Opinion Surveys</p> <p>iii. SCoN (1)</p> <p>1) Committee Replacements</p> <p>b. <b>Reports</b> Administrative reports and committee reports will also be agenda items.</p> <p>2. <b>University Senate Minutes Review: A MOTION</b> that the DRAFT minutes of the 21 Apr 2017 meeting of the 2016-2017 university senate and the DRAFT minutes of the 21 Apr 2017 organizational meeting of the 2017-2018 university senate be circulated for university senator review was made and seconded.</p>		
<b>VIII. Next Meeting</b> (Tentative Agenda, Calendar)			
<b>1. Calendar</b>	<p>15 Sep 2017 @ 2:00pm Univ. Senate A&amp;S 2-72</p> <p>06 Oct 2017 @ 2:00pm ECUS Parks 301</p> <p>06 Oct 2017 @ 3:30pm ECUS-SCC Parks 301</p>		
<b>2. Tentative Agenda</b>	Some of the deliberation today may have generated tentative agenda items for future ECUS and ECUS-SCC meetings.		Nicole DeClouette to ensure that such items (if any) are added to agenda of a future meeting of ECUS or ECUS-SCC.
<b>IX. Adjournment</b>	As there was no further business to consider, a <b>MOTION</b> to adjourn the meeting was made and seconded.	The motion to adjourn was approved and the meeting adjourned at 4:48 pm.	

**Distribution:**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:** \_\_\_\_\_

Committee Chairperson (Including this Approval by chair at committee discretion)

**COMMITTEE NAME:** EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE (ECUS) WITH STANDING COMMITTEE CHAIRS

**COMMITTEE OFFICERS:** NICOLE DECLOUETTE (CHAIR), ALEX BLAZER (VICE-CHAIR), CRAIG TURNER (SECRETARY)

**ACADEMIC YEAR:** 2017-2018

**AGGREGATE ATTENDANCE RECORD FOR MEETINGS OF THE EXECUTIVE COMMITTEE AND STANDING COMMITTEE CHAIRS**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets and “N/A” denotes Not Applicable.**

Acronyms	EFS = Elected Faculty Senator;									
	CoAS = College of Arts and Sciences, CoB = College of Business; CoE = College of Education; CoHS = College of Health Sciences									
Meeting Dates	9/1/2017	10/6/2017	11/3/2017	12/1/2017	2/2/2018	3/2/2018	3/31/2018	Present	Regrets	Absent
Alex Blazer <i>EFS; CoAS; ECUS Vice-Chair</i>	P							1	0	0
Kelli Brown <i>Provost</i>	P							1	0	0
Jolene Cole <i>EFS; Library; ECUS Member</i>	R							0	1	0
Nicole DeClouette <i>EFS; CoE; ECUS Chair</i>	P							1	0	0
Steve Dorman <i>University President</i>	R							0	1	0
Will Hobbs <i>EFS; CoHS; ECUS Member</i>	P							1	0	0
Chavonda Mills <i>EFS; CoAS; ECUS Chair Emeritus</i>	P							1	0	0
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P							1	0	0
J.F. Yao <i>EFS; CoB; ECUS Member</i>	R							0	1	0
John Swinton <i>EFS; CoB; APC Chair</i>	P							1	0	0
Lyndall Muschell <i>EFS; CoE; CAPC Chair</i>	P							1	0	0
David Johnson <i>EFS; CoAS; FAPC Chair</i>	P							1	0	0
Diana Young <i>EFS; CoAS; RPIPC Chair</i>	P							1	0	0
Emily Gomez <i>EFS; CoAS; SAPC Chair</i>	P							1	0	0

CHAIRPERSON SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ -(Including this Approval by chair at committee discretion)