

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

MEETING DATE & TIME: 06 OCTOBER 2017; 3:30 –4:45

MEETING LOCATION: PARKS ADMINISTRATION BUILDING, ROOM 301

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets	
P	Alex Blazer (CoAS, ECUS Vice-Chair)	P	Craig Turner (CoAS, ECUS Secretary)
P	Kelli Brown (Provost)	R	J.F. Yao (CoB, ECUS Member)
P	Jolene Cole (Library, ECUS Member)	R	John Swinton (CoB, APC Chair)
P	Nicole DeClouette (CoE, ECUS Chair)	P	Lyndall Muschell (CoE, CAPC Chair)
R	Steve Dorman (University President)	P	David Johnson (CoAS, FAPC Chair)
R	Will Hobbs (CoHS, ECUS Member)	P	Diana Young (CoAS, RPIPC Chair)
R	Chavonda Mills (CoAS, ECUS Chair Emeritus)	P	Emily Gomez (CoAS, SAPC Chair)
GUESTS			
Rodica Cazacu (APC Vice-Chair)			
Mary Magoulick (SoCC Chair) extended her regrets and was unable to attend this meeting			
Qiana Wilson (University Counsel)			
<i>Italicized text denotes information from a previous meeting.</i>			
*Denotes new discussion on old business.			

AGENDA TOPIC	DISCUSSIONS & CONCLUSIONS	ACTION OR RECOMMENDATIONS	FOLLOW-UP {including dates/responsible person, status (pending, ongoing, completed)}
I. Call to Order	The meeting was called to order at 3:30 pm by Nicole DeClouette (Chair).		
II. Approval of Agenda	A <u>MOTION</u> to approve the agenda was made and seconded. A revision to the agenda was proposed to move the Provost’s report to immediately follow the distribution of the	The agenda was approved as amended.	

	Redbooks to accommodate the schedule of Provost Brown. This revision was accepted by those present with no dissenting voice.		
III. Approval of Minutes	A MOTION to approve the minutes of the 1 Sep 2017 meeting of the Executive Committee with Standing Committee Chairs was made and seconded. A draft of these minutes had been circulated to the meeting attendees via email with no revisions offered. Thus, the minutes had been posted as circulated.	The 1 Sep 2017 Executive Committee with Standing Committee Chairs meeting minutes were approved as posted, so no additional action was required.	
IV. Reports			
President's Report President Dorman	As President Dorman had extended <i>Regrets</i> and was unable to attend this meeting, there was no President's Report.		
Provost's Report Interim Associate Provost Costas Spirou for Provost Kelli Brown	<p>1. <u>FY2019 University Budget Open Forum</u> will be held on Th 12 Oct 2017, from 8:30 a.m. to 12:30 p.m. in the University Banquet Room at The MAX. All campus community members are welcome to attend. The order of speakers is as follow:</p> <ol style="list-style-type: none"> 1) Budget Overview by Dr. Dorman 2) Dean of the College of Arts and Sciences 3) Dean of the College of Business 4) Dean of the College of Education 5) Dean of the College of Health Sciences 6) Provost and Sr. Vice President for Academic Affairs 7) Vice President for Student Affairs 8) Vice President for University Advancement 9) Vice President for Finance and Administration <p>2. <u>Fall & Staff Fall Festival</u></p>		

- 19 Oct 19, 2017 4:00 – 7:00 p.m.
- Front Campus
- Food, Games & Family Fun

3. **Hurricane Irma email sent to Deans & Departments Chairs (9/27/17;1:09 p.m.)**

Deans and Department Chairs
 The USG Academic Affairs office has requested that each campus submits a “Revised Academic Semester Plan” to address the loss of instructional time during Hurricane Irma. Given that our campus was closed for three or more consecutive days, we need to identify how as an institution we plan to address the situation as required by SACSCOC as well as Board Policy 3.4 Calendar of Activities/3.4.4 Exceptions. At Georgia College we are allowing faculty to determine how best to make up instructional time given the type of classes they offer (i.e., lab, class seminar/lecture). Please have your faculty document how they are making up class time. This will not be gathered centrally; however, in case it is requested, instructors can readily provide that information. I have already had conversations with faculty regarding this issue and I am confident that we will meet the SACSCOC and BOR guidelines for instructional time lost. If you have any questions, please feel free to contact me.

4. **AACU Meeting**

- a. January 24-27, 2018 Washington, DC

	<p>b. Can Higher Education Recapture the Elusive Dream?</p> <p>c. Invitation to Presiding Officer and Presiding Officer Elect to attend this meeting to represent Georgia College, along with other colleagues from GC.</p> <p>5. <u>HERS Application</u> Seven nominations were received from the four colleges. Applications due October 13. As in past years Georgia College Office of Academic Affairs will send at least one faculty member; colleges can send one as well.</p> <p>6. <u>UCC Task Force</u> composition has been finalized. First meeting is scheduled for 11 Oct 2017 at 10:00 a.m. for a maximum of 90 minutes. Charge: Create a University Curriculum Committee (UCC).</p> <p>7. <u>OneUSG email to Deans and Department Chairs (10-3-17; 4:11 p.m.)</u> Deans and Department Chairs, As part of the OneUSG initiative, Georgia College & State University will make a change from our current GCSUJobs/PeopleAdmin applicant tracking system to further align our university with the OneUSG system. This transition will take place in the upcoming 2018 calendar year. We have been informed the new system could be available by February 16, 2018. We will share additional information as the date approaches. By nature all searches take time to complete and as a result we will have significant overlap of the two systems to meet your individual search needs.</p>		
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	<p>If you begin your search in the old system prior to February 16 you will be able to complete your search in the old system. Searches starting after February 16 will be conducted in the new OneUSG system. This change will affect the faculty and graduate assistant searches that take place within the Academic Division. Neil Jones (neil.jones@gcsu.edu) (6849) is the primary point of contact for all faculty searches.</p> <p>We understand the importance that all searches have as each position supports the advancement of our university mission. Georgia College & State University was one of the first schools in Georgia to implement an electronic applicant tracking system more than 13 years ago. We are looking forward to advancing our efforts and making improvements to our processes through technology improvements and the OneUSG initiative. Please continue your current efforts to search and fill vacancies that will support our shared goal of preeminence at Georgia College & State University.</p>		
<p>Subcommittee on Nominations (SCoN)</p> <p>Alex Blazer</p>	<ol style="list-style-type: none"> 1. <u>Motions</u> SCoN has no motions to submit for university senate consideration at its 20 Oct 2017 meeting. 2. <u>Officers</u> The 2017-18 SCoN officers are Alex Blazer (Chair), (No Vice-Chair position) and Craig Turner (Secretary). 		

<p>3. <u>Slate of Nominees/ US Representatives</u> Since the 01 Sep 2017 ECUS-SCC, the following changes have been made.</p> <p>a. <u>SoCC</u> Clif Wilkinson has replaced Dana Wood as Area E Volunteer. This replacement was incorporated into the revised slate of nominees in the university senate September consent agenda.</p> <p>b. <u>USGFC</u> Following a call for self-nominations from EFS (Elected Faculty Senators) in the first year of their term, Glynnis Haley (EFS, term 05/17 to 04/20) has self-nominated to serve a two-year term as our second USGFC representative. It has been suggested that we hold an election by EFS as the USGFC representative is elected to represent university faculty rather than selected and approved by ECUS.</p> <p>c. <u>LAC</u> Jolene Cole (EFS) has volunteered to serve as the university senate representative on the Liberal Arts Council (LAC).</p> <p>d. <u>Mandatory Student Fee Committee</u> Nicole DeClouette (EFS), Evita Shinholster (Staff Council), and Michael Watson (Staff Council) have volunteered to serve on the Mandatory Student Fee Committee. They join Craig Turner (EFS) in representing the university senate (the EFSs) and Staff Council on this committee.</p>		
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	<p>e. ASBAC Ben McMillan (EFS) has volunteered to serve as the university senate representative on the Administrative Systems and Banner Advisory Committee (ASBAC).</p> <p>4. EFS Election Oversight In preparation for EFS elections, I provided ECUS with drafts of the apportionment spreadsheets and letters to deans as well as two Corps of Instruction lists (one with administrators listed as their own “college” of Administration and one with administrators listed within their home departments). The apportionment of elected faculty senators to the academic units (colleges / library) is the same with both classifications of administrators. The change from last year’s apportionment is that CoAS has decreased 1 EFS to 17 and CoB has increased 1 EFS to 6.</p>		
<p>Executive Committee of the University Senate (ECUS)</p> <p>Nicole DeClouette</p>	<p>1. Motions ECUS has three motions for university senate consideration at its 20 Oct 2017 meeting.</p> <p>2. Officers The 2017-18 ECUS officers are Nicole DeClouette (Chair), Alex Blazer (Vice-Chair) and Craig Turner (Secretary).</p> <p>3. Meeting ECUS met on 06 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.</p> <p>a. Motions</p> <ul style="list-style-type: none"> i. Rename Department (see 3c) ii. Proposed Bylaws Revisions (3b) iii. Proposed Statutes Revisions (3b) <p>b. University Senate Bylaws</p> <ul style="list-style-type: none"> i. Qiana Wilson presented the most recent revisions to the bylaws to 		

	<p>bring them into compliance with the higher order documents.</p> <ul style="list-style-type: none"> ii. Discussion ensued regarding the language around policy advising and recommending versus policy-making, whether or not “President’s designees” should be included, and how to define “general educational process” (in Institutional Statutes Article IV, Section 1 proposed language). iii. There was also discussion about the language proposed for voting (II. Section 1.A.1.a Voting). Does “academic matters” include curriculum? Should “research” be removed? If we start removing things from the list of academic matters, should we no longer cite the AAUP Redbook? iv. Qiana agreed to have a revised draft complete by 12 Oct 2017 to share with university senate members in preparation for the first reading at their 20 Oct 2017 meeting. <p>c. <u>Department Name Change</u> Renaming of the <i>Department of English and Rhetoric</i> to the <i>Department of English</i> as a follow-up to the formation of the Department of Communication which will be combining the Rhetoric faculty with the Mass Communication faculty.</p> <p>d. <u>Appeals Process</u></p> <ul style="list-style-type: none"> i. Nicole DeClouette is working with John Sirmans to draft language around the appeals process to be 		
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	<p>incorporated into the university senate bylaws as revisions.</p> <p>e. <u>Second USGFC Representative</u></p> <p>i. ECUS agreed that an electronic vote for the second USGFC representative is the most efficient way to proceed with Glynnis Haley’s self-nomination.</p> <p>ii. ECUS still needs to consider the appropriation of University Senate budget funds to support the travel-related expenses incurred by the second USGFC Representative to attend the two USGFC meetings.</p> <p>f. <u>2018-19 Governance Calendar</u></p> <p>i. Monica Starley responded that the second Friday of February 2019 (February 8) will be the date set for the President’s State of the University Address.</p> <p>ii. University Senate Officers Craig Turner, Nicole DeClouette, and Alex Blazer will meet to begin drafting the 2017-18 governance calendar before consulting with the Office of Academic Affairs about August 2018 startup events.</p> <p>g. <u>University Senate Budget</u> \$1,601.77 (after the cost of the extra binders for the governance retreat were deducted).</p>		
<p>Academic Policy Committee (APC)</p> <p>Rodica Cazacu</p> <p>for</p>	<p>1. <u>Motions</u> APC has no motions to submit for university senate consideration at its 20 Oct 2017 meeting.</p> <p>2. <u>Officers</u> The 2017-18 APC officers are John R. Swinton (Chair), Rodica Cazacu (Vice-Chair) and Catrena Lisse (Secretary).</p>		

John R. Swinton

3. **Meeting** The Academic Policy Committee met on 06 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.
- a. **Syllabus Requirements** The first item was an informational one about the link to the Syllabus Requirements document being added to the same place(s) where the Syllabus Statement is found as a result of our previous discussions. There was nothing added to this.
- b. **ECUS Composition** The second item was to gather feedback on a proposal to change the makeup of ECUS.
- i. APC discussed the proposal for changing the makeup of ECUS and, after careful consideration, there was a general consensus on the following concerns.
- 1) Full academic unit (colleges and library) representation is critical and with the proposed changes it may be possible this will be lost.
 - 2) Considering the changes announced for some of the senate subcommittees - some may be dissolved - APC wonders how those changes will affect the dynamics of ECUS and recommends that ECUS should wait on acting on the makeup proposal until the senate finalizes those changes.

<p>Curriculum and Assessment Policy Committee (CAPC)</p> <p>Lyndall Muschell</p>	<ol style="list-style-type: none"> 1. <u>Motions</u> CAPC has three motions to submit for university senate consideration at its 20 Oct 2017 meeting. The topics of these motion are provided below in 3.a. 2. <u>Officers</u> The 2017-18 CAPC officers are Lyndall Muschell (Chair), Angel Abney (Vice-Chair) and Angela Criscoe (Secretary). 3. <u>Meeting</u> The Curriculum and Assessment Policy Committee met on 06 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed. <ol style="list-style-type: none"> a. <u>Motions</u> The following Action Items were deliberated and voted upon. The result of these votes, documenting CAPC actions, is given below. <ol style="list-style-type: none"> i. <u>New Graduate Certificate in Positive Behavior Interventions and Support (PBIS) - College of Education</u> - passed ii. <u>Name Change - Minors (Community Health to become Public Health to match the name now used by the major)</u> - passed iii. <u>New Course - Core Curriculum Area E - Sustainability</u> - passed <p>Each of these items will be submitted as a motion to university senate for deliberation and a vote.</p> b. <u>Information Items</u> The following information items were shared with CAPC and will be documented in the CAPC minutes. <ol style="list-style-type: none"> i. <u>NEW COURSE PROPOSAL</u> <ol style="list-style-type: none"> 1) With the new concentrations in Exercise Science, the new course, KINS 2210: Methods of 		
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	<p>Corrective Movement, will be in the area of Fitness and Performance. KINS 2303 Personal Health and Fitness will be removed from area F and be replaced by KINS 2210 which will be a prerequisite to KINA 3233. The change will be reflected in the AY 2018-19 Undergraduate Catalog.</p> <p>ii. <u>MODIFICATION OF EXISTING PROGRAM</u></p> <p>1) A new course KINS 6673 will replace KINS 6823 in the graduate core because the content in the course KINS 6673 is more aligned with the programmatic changes that have been made over the years. The change would be effective AY 2018-19.</p> <p>c. <u>New Business</u> The following topics were discussed by the committee.</p> <p>1) <u>Review Composition of ECUS</u> The suggestion was made (however, was not the consensus of the all committee members) that after the decisions have been made about the composition of the University Senate and its committees, committee chairs serve as ECUS; however, to maintain representation from all units, the membership of chairs be inventoried for academic unit representation. Members</p>		
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	<p>could then be added to ensure representation of all academic units (colleges, library) are present on ECUS.</p> <p>2) <u>Review Annual Report Format</u> The format was acceptable as submitted.</p> <p>3) <u>Role of CAPC</u> Given that our service on CAPC is out of compliance with the higher order documents, members of CAPC respectively request to reallocate our time consistent with our obligations contractual with our assignments.</p>		
<p>Subcommittee on the Core Curriculum (SoCC)</p> <p>Mary Magoulick</p>	<p>1. <u>Motions</u> SoCC has no motions to submit for university senate consideration at its 20 Oct 2017 meeting.</p> <p>2. <u>Officers</u> The 2017-18 SoCC officers are Mary Magoulick (Chair), Brandon Samples (Vice-Chair) and Kay Anderson (Secretary).</p> <p>3. <u>Meetings</u> The following summarizes SoCC activity at its recent meetings.</p> <p>a. As Mary Magoulick had extended her regrets and was unable to attend this meeting, there was no SoCC report.</p>		
<p>Faculty Affairs Policy Committee (FAPC)</p> <p>David Johnson</p>	<p>1. <u>Motions</u> FAPC has one motion to submit for consideration by the university senate at its 20 Oct 2017 meeting. See 3.a.</p> <p>2. <u>Officers</u> The 2017-18 FAPC officers are David Johnson (Chair), Ashley Taylor (Vice-Chair) and Sarah Handwerker (Secretary).</p> <p>3. <u>Meeting</u> The Faculty Affairs Policy Committee met on 06 Oct 2017 from</p>		

	<p>2:00pm to 3:15pm and the following items were discussed.</p> <ol style="list-style-type: none"> a. <u>Motion</u> FAPC voted to submit a motion to senate to ENDORSE a Peer Teaching Evaluation Pilot Program. b. <u>ECUS Composition</u> FAPC members recommend against restructuring ECUS, seeing the importance in having all academic units (colleges, library) represented. However, ECUS may want to consider canceling the monthly meeting that does not include the standing committee chairs. (Does ECUS need two meetings? What about only one meeting with the committee chairs?) 		
<p>Resources, Planning and Institutional Policy Committee (RPIPC)</p> <p>Diana Young</p>	<ol style="list-style-type: none"> 1. <u>Motions</u> RPIPC has no motions to submit for university senate consideration at its 20 Oct 2017 meeting. 2. <u>Officers</u> The 2017-18 RPIPC officers are Diana Young (Chair), Donna Bennett (Vice-Chair) and Courtney Manson (Secretary). 3. <u>Meetings</u> The Resources, Planning and Institutional Policy Committee met on 06 Oct 2017 from 2:00pm to 3:15pm and the following items were discussed. <ol style="list-style-type: none"> a. <u>Sustainability: Recycle/Trash Bins</u> RPIPC heard from Lori Strawder and Kristen Hitchcock (representatives from the GC Sustainability Council) about how the recycling program is being implemented in different places across campus. Highlights include: the history of the program, new programs being phased in in recent years to help improve recycling accessibility and 		

	<p>information sharing to faculty, staff, and students (e.g. the Earth Action Team (a student group) and Bobcats Work Green (a campus-wide information-sharing initiative)). Also, Lori shared that Building Services manages the process of trash and recycling pickup in their respective buildings (not the Sustainability Office).</p> <p>b. <u>Shared Sick Leave Motion</u> After first drafting a motion regarding the <i>GC shared sick leave program</i> policy, which aligns with USG/BoR policy, the committee then acknowledged that, as a BoR policy, University Senate does not have the authority to modify the policy. Since the Shared Sick Leave Program was already presented to University Senate as an Information Item (2016), RPIPC voted to delete the policy motion sent up to ECUS in Sept 2017. Diana Young will coordinate with Craig Turner to ensure that this motion is deleted.</p> <p>c. <u>RPIPC Composition Revision</u> RPIPC members voted to formally propose a change to the <i>RPIPC Membership</i> to include among its 13 members an appointed CIO representative. The following change has been voted on: 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</p>		
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	<p>Chief Information Officer.” Diana will inform the Staff Council in writing about this change, and she will also propose the change be formalized in the university senate bylaws.</p> <p>d. 12-month Pay Option Susan Allen spoke briefly about the 12-month pay distribution option, which will be available to 10-month employees beginning August 2018 (the start of FY19). Susan noted that, because the pay distribution option would go into effect each August 1, even if an employee leaves the institution mid-year, there will not be any issues regarding over/underpayment to that employee.</p> <p>e. Next Meeting For the next meeting, we plan to ask John Bowen (Parking and Transportation) to field questions and concerns about parking issues across campus.</p>		
<p>Student Affairs Policy Committee (SAPC)</p> <p>Emily Gomez</p>	<p>1. Motions SAPC has no motions to submit for university senate consideration at its 20 Oct 2017 meeting.</p> <p>2. Officers The 2017-18 SAPC officers are Emily Gomez (Chair), Wanda Johnson (Vice-Chair) and Simplice Tchamna-Kouna (Secretary).</p> <p>3. Meeting The Student Affairs Policy Committee met on 06 Oct 2017 from 2:00pm to 3:15pm and the following items were discussed.</p> <p>a. GIVE Center Registration for volunteering requires a background check - do all volunteers really need this? Should there be separate</p>		

	<p>requirements for specific types of volunteers? (Question raised by John Swinton at last ECUS-SCC meeting). Will look into adding separate volunteer options to the website http://www.gcsu.edu/give-center/volunteerism - those that involve registration and those that don't.</p> <p>b. <u>Academic Calendar</u> Questions for Registrar Kay Anderson regarding issues with registration</p> <ul style="list-style-type: none"> i. Ability to add classes online through first Friday of classes ii. Date to withdraw with a W grade <p>Discussion items of the conversation:</p> <ul style="list-style-type: none"> i. Currently the Add date is 3 days after the semester begins and the Drop date is 5 days. Interest in extending the Add date online to the first Friday, the same as the Drop date. ii. Extending the Withdraw period by one week to receive a W and not a WF with the purpose of receiving midterm feedback and allowing time for a student to discuss options with their professor, academic advisor and parents. <p>c. <u>Next SAPC Meeting</u></p> <ul style="list-style-type: none"> i. Veronica Womack will join us to discuss the Diversity Action Plan ii. We will invite Dr. Salad to discuss ways to improve Early College students' experience on campus so that they will want to attend GC. 		
<p>V. Information Items Actions/Recommendations</p>			

<p>University Senate Budgets Nicole DeClouette</p>	<ol style="list-style-type: none"> 1. Foundation Account for university senate is now established and has a balance of \$0. 2. Balance The balance of the university senate budget (\$5000 allocation annually) is presently at \$1601.77. This includes a recent debit for additional notebooks ordered for the 2017 governance retreat. Anticipated 2017-18 expenses include reimbursement of attendance expenditures to Alex Blazer for USG Faculty Council meetings during the 2017-18 academic year. 		
<p>AAUP Redbooks Nicole DeClouette</p>	<p>Nicole DeClouette noted that university senate leaders are given a copy of the most current edition of the AAUP (American Association of University Professors) Redbook as a token of appreciation for their leadership service and as a resource to inform future committee deliberation. Nicole DeClouette surveyed the standing committee chairs and executive committee members that were present and found that only Emily Gomez (SAPC Chair) and Diana Young (RPIPC Chair) needed (and were given) Redbooks. All others who were present at this meeting had one. Nicole DeClouette noted that Redbooks would also be delivered to absent ECUS members J.F. Yao and Will Hobbs prior to the next ECUS-SCC meeting slated for 3 Nov 2017.</p>		

VI. Unfinished Business Review of Action & Recommendations, Provide updates (if any) to Follow-up			
Appeals Process for Decisions of University Senate Committees Nicole DeClouette	<p><u>6 Sep 2017</u> <i>Nicole DeClouette reminded those present that as part of his narrative response to Motion 1617.CAPC.020.C, President Dorman stated 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><i>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.</i></p> <ol style="list-style-type: none"> <i>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)</i> <i>2. All votes coming out of committees be reported; this includes recommendations for a proposal and recommendations against a proposal.</i> <ol style="list-style-type: none"> <i>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.</i> 		

	<ul style="list-style-type: none"> ii. <i>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.</i> iii. <i>This way each vote will be recorded and will provide a way for the university senate to advise the President.</i> <p>3. <u>ECUS-SCC Deliberation</u> <i>A lively discussion of the proposal ensued with the following conversation points.</i></p> <ul style="list-style-type: none"> i. <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.</i> ii. <i>Recommendations for OR against will come to the university senate floor either as a formal motion or as an item on the consent agenda.</i> iii. <i>The consent agenda is for those matters for which unanimous agreement by all university senators is anticipated.</i> iv. <i>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.</i> v. <i>It is anticipated that language detailing the process will be drafted by Nicole DeClouette in</i> 		
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	<p><i>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.</i></p> <p><u>6 Oct 2017</u> Due to the shortness of time, copies of the draft appeal process prepared by Nicole DeClouette and John Sirmans were disseminated to those present with deliberation on the draft postponed to a future ECUS-SCC meeting.</p>		
<p>ECUS Composition Nicole DeClouette</p>	<p><u>6 Sep 2017</u></p> <ol style="list-style-type: none"> <i>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.</i> <i>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.</i> <i>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.</i> 		

	<p><i>Note During the preparation of these minutes, it is noted that this contextual information email was sent to the distribution group scc@gcsu.edu of standing committee chairs.</i></p> <p><u>6 Oct 2017</u> Due to the shortness of time, deliberation on this topic was postponed to a future ECUS-SCC meeting.</p>		
<p>University Senate Composition</p> <p>Nicole DeClouette</p>	<p><u>6 Sep 2017</u></p> <ol style="list-style-type: none"> 1. <i>Nicole DeClouette noted the source of this issue was the identification of the tension between the number of elected faculty senators and the number of elected faculty senator positions on university senate committees. Recent practice to relieve this 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.</i> 2. <i>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.</i> 		

	<p>3. <i>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).</i></p>		
<p>University Senate Bylaws Nicole DeClouette</p>	<p><u>6 Sep 2017</u> <u>1. ECUS Deliberation Summary</u> <i>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</i></p> <ul style="list-style-type: none"> <i>a. Proposed removal of curricular review function of CAPC, noting that this review function persists until current university senate bylaws are revised.</i> <i>b. An editorial suggestion to replace be concerned with with review and recommend in scopes of APC, CAPC, FAPC, RPIPC, SAPC.</i> <i>c. Addressing the policy-making vs policy-recommending language noting Will Hobbs was drafting some alternative language for consideration.</i> <i>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</i> 		

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.

- e. Next steps were for
 - i. Qiana Wilson to collect revisions into a new draft
 - ii. Nicole DeClouette to disseminate the new draft to all committee members with a clear deadline for feedback
 - iii. Nicole DeClouette to ensure that the first reading of the new draft occur at the 20 Oct 2017 meeting of the university senate.

2. ECUS-SCC Deliberation

- a. No additional revisions were offered from the floor beyond those proposed by ECUS as addressed above.
- 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.

6 Oct 2017

- 1. **ECUS Deliberation Summary** A summary of 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 6 Oct 2017 ECUS minutes for deliberation details.

2. **ECUS-SCC Deliberation** Captured here are the takeaways of the conversation points of the deliberation, certainly not a transcript of every statement made.
 - a. A question requesting clarification of the function and purpose of the university senate was posed.
 - i. Statutes presently include as a university senate function: *the policy-making assembly at the Institution.*
 - ii. Proposed replacement language to the Statutes modifies this function to *will participate in the process of Georgia College governance by advising, recommending, and consulting with the President or the President's designee(s) concerning the establishment of rules or regulations deemed necessary for the promotion of the general educational process of Georgia College.*
 - iii. Some found this a return to the former Faculty Senate (active between 1982 and 2002) defined as an advisory body on any matter to the University President.
 - iv. Some found this proposed revision concerning.
 - v. No definitive answer to the question was forthcoming.

	<p>vi. BoR policy 3.2.4 includes some guidance on this matter. While all items listed in 3.2.4 are prefaced with <i>subject to the approval of the president of the institution</i>, item 3 states <i>prescribes regulations regarding admission, suspension, expulsion, classes, courses of study, and requirements for graduation</i>.</p> <p>1) Some felt course of study did include curriculum (degree programs, certificates, minors, etc.).</p> <p>2) Others did not agree,</p> <p>b. As the deliberation came to a close, consensus had not been reached on the points discussed above yet those present were agreeing to disagree. This draft will endure deliberation at the 20 Oct 2017 university senate meeting and might be modified prior to that meeting.</p> <p>Those present were invited to send any additional suggestions and comments via email to Qiana Wilson, University Counsel.</p> <p><u>Note</u> <i>During the preparation of these minutes, it is noted that the leadership of the university senate (some members of ECUS and some standing committee chairs) met with President Dorman, Provost Brown, and Qiana Wilson on the afternoon of Friday 13 Oct 2017 to further discuss these proposed revisions – offered to bring compliance with the higher order documents – and were successful in</i></p>		
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	<i>finding mutually agreeable language for review and deliberation by the full membership of the university senate at its 20 Oct 2017 meeting.</i>		
VII. New Business Actions/Recommendations			
Steering of Items to Committees Nicole DeClouette	At the time of this meeting, there were no items that required steering to a committee.		
University Senate Agenda and Minutes Review	<p>1. Tentative Agenda 20 Oct 2017: Based on the committee reports at this meeting</p> <p>a. Motions There will be up to seven motions on the agenda of this meeting of the university senate, specifically</p> <p>i. CAPC (3)</p> <p>1) New Course - Core Curriculum Area E - Sustainability</p> <p>2) Name Change of a Minor: <i>Community Health</i> to <i>Public Health</i></p> <p>3) New Graduate Certificate in Positive Behavior Interventions and Support (PBIS)</p> <p>ii. ECUS (3)</p> <p>1) Department Name Change of the <i>Department of English and Rhetoric</i> to the <i>Department of English</i></p> <p>2) Proposed Statutes Revisions</p> <p>3) Proposed Bylaws Revisions</p> <p>iii. FAPC (1)</p> <p>1) Peer Teaching Evaluation Pilot Program</p> <p>b. Reports Administrative reports and committee reports will also be agenda items.</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 (3), ECUS (3), FAPC (1).</p> <p>3. Craig Turner to circulate the DRAFT of the university senate meeting minutes to university senators for review.</p>

	2. University Senate Minutes Review: A MOTION that the DRAFT minutes of the 15 Sep 2017 meeting of the 2017-2018 university senate be circulated for university senator review was made and seconded.		
Photos for the University Senate Online Senator Database	Alex Blazer brought to the attention of the assembly the large number of current university senate committee members who did not have an image (headshot) in the online senator database housed at senate.gcsu.edu. He noted that he (in his role as department webmaster) had remedied this shortcoming of his department's website by inviting his department colleagues to avail themselves of the standing time the university photographer provides for taking official GC headshots. While it was acknowledged that some may prefer not to have a headshot in the online senator database, there was consensus of those present that Alex Blazer provide information to members of all current members of university senate committees of the option to get a headshot for use in the online senator database by following the guidance found under the heading Official Georgia College Headshots at the website http://www.gcsu.edu/communications/photo-graphy-guidelines .		Alex Blazer to alert current members of university senate committees with guidance on how to get an official headshot for use in the online senator database.
VIII. Next Meeting (Tentative Agenda, Calendar)			
1. Calendar	20 Oct 2017 @ 3:30pm Univ. Senate A&S 2-72 03 Nov 2017 @ 2:00pm ECUS Parks 301 03 Nov 2017 @ 3:30pm ECUS-SCC Parks 301		
2. Tentative Agenda	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.
IX. Adjournment	As there was no further business to consider, a MOTION to adjourn the meeting was made and seconded.	The motion to adjourn was approved and the meeting adjourned at 4:45 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	P						2	0	0
Kelli Brown <i>Provost</i>	P	P						2	0	0
Jolene Cole <i>EFS; Library; ECUS Member</i>	R	P						1	1	0
Nicole DeClouette <i>EFS; CoE; ECUS Chair</i>	P	P						2	0	0
Steve Dorman <i>University President</i>	R	R						0	2	0
Will Hobbs <i>EFS; CoHS; ECUS Member</i>	P	R						1	1	0
Chavonda Mills <i>EFS; CoAS; ECUS Chair Emeritus</i>	P	R						1	1	0
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P						2	0	0
J.F. Yao <i>EFS; CoB; ECUS Member</i>	R	R						0	2	0
John Swinton <i>EFS; CoB; APC Chair</i>	P	R						1	1	0
Lyndall Muschell <i>EFS; CoE; CAPC Chair</i>	P	P						2	0	0
David Johnson <i>EFS; CoAS; FAPC Chair</i>	P	P						2	0	0
Diana Young <i>EFS; CoAS; RPIPC Chair</i>	P	P						2	0	0
Emily Gomez <i>EFS; CoAS; SAPC Chair</i>	P	P						2	0	0

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