

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

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

MEETING LOCATION: PARKS ADMINISTRATION BUILDING, ROOM 301

ATTENDANCE:

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

GUESTS	
Mary Magoulick (SoCC Chair)	
Costas Spirou (Senior Associate Provost)	

<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	As Nicole DeClouette had extended regrets and was unable to attend this meeting, the meeting was called to order at 3:30 pm by Chavonda Mills (Chair Emeritus).		
II. Approval of Agenda	A MOTION to approve the agenda was made and seconded.	The agenda was approved as circulated.	

III. Approval of Minutes	A <u>MOTION</u> to approve the minutes of the 3 Nov 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 3 Nov 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 Provost Kelli Brown	<ol style="list-style-type: none"> 1. <u>UCC Task Force</u> The Provost shared the final documents from the ad hoc University Curriculum Committee Task Force. For additional detail, see the topic <i>Committee Reconstruction (CAPC, SoCC)</i> later in these meeting minutes. 2. <u>Graduation</u> The Provost encouraged all to attend the graduation on 2017 Dec 16. 		
Subcommittee on Nominations (SCoN) Craig Turner for Alex Blazer	<ol style="list-style-type: none"> 1. <u>Motions</u> SCoN has one motion to submit for university senate consideration at its 26 Jan 2018 meeting. See item 3 for details. 2. <u>Officers</u> The 2017-18 SCoN officers are Alex Blazer (Chair), (No Vice-Chair position) and Craig Turner (Secretary). 3. <u>Slate of Nominees</u> Since the 03 Nov 2017 ECUS-SCC meeting, two replacements have been announced as imminent. <ol style="list-style-type: none"> a. <u>Elected Faculty Senator and APC</u> Sabrina Hom has been elected to replace Jim Winchester effective 1 Jan 2018 to complete his terms of service on both APC and as Elected Faculty Senator. 		

	<p>b. <u>Elected Faculty Senator and APC</u> An individual (yet to be identified) will be elected to replace Mary Magoulick effective 1 Jan 2018 to complete her terms of service on EAPC, SoCC, and as Elected Faculty Senator.</p> <p><u>A MOTION</u> to revise the slate of nominees will be placed on the consent agenda for the 26 Jan 2018 university senate meeting.</p> <p>4. <u>EFS Election Oversight</u> Elected Faculty Senator (EFS) Election procedures are being collected from the College Deans and the Director of the Library. These procedures are due 1 Dec 2017. Expect a report for inclusion in the election archives.</p>		
<p>Executive Committee of the University Senate (ECUS)</p> <p>Chavonda Mills</p> <p>for</p> <p>Nicole DeClouette</p>	<p>1. <u>Motions</u> ECUS has no motions for university senate consideration at its 26 Jan 2018 meeting.</p> <p>2. <u>Officers</u> The 2017-18 ECUS officers are Nicole DeClouette (Chair), Alex Blazer (Vice-Chair) and Craig Turner (Secretary).</p> <p>3. <u>Meeting</u> ECUS met on 01 Dec 2017 from 2:00pm to 3:15pm. The following topics were discussed.</p> <p>a. <u>“Appeals” / Consent Agenda</u> ECUS discussed at length the “appeals” process and consent agenda statements for inclusion in the senate bylaws. Craig Turner agreed to incorporate recommended revisions to both statements for consideration</p>		

	<p>at the 2 Feb 2018 ECUS and ECUS/SCC meetings.</p> <p>b. <u>2018-2019 Governance Calendar Preparation and Timeline</u> ECUS reviewed the latest draft of this calendar and noted several dates have yet to be confirmed. Dr. Costas Spirou recommended the Graduate Council, and General Education and University Curriculum Committees meet at 1pm on the second, third, and fourth Friday, respectively, of the month (when possible).</p> <p>c. <u>University Senate Bylaws</u> ECUS made note of necessary revisions to the university senate bylaws and noted a need for volunteers willing to work on the document. President Dorman made a recommendation to streamline the bylaws so that making revisions to content is faster and more efficient. The suggested timeline for bylaws revisions is March 2018 for the first reading and April 2018 for the second reading and vote.</p> <p>d. <u>Committee Reconstruction</u> Provost Brown gave an update on the UCC (University Curriculum Committee) and GEC (General Education Committee). It was noted that</p> <ul style="list-style-type: none"> i. there is no longer a role for SoCC in the university senate ii. faculty can serve on both UCC/GEC and university senate 		
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	<ul style="list-style-type: none"> iii. faculty elections to serve on the UCC/GEC should take place by the end of the fall 2017 semester iv. UCC/GEC will explore using the existing university senate online motion database for tracking curricular proposals v. the UCC chair will report curricular information items at monthly university senate meetings <p>e. <u>16 Feb 2018 University Senate</u> An inquiry was made about the necessity of rescheduling the 16 Feb 2018 university senate meeting given the recent (16 Nov 2017) email announcement of the USG Momentum Year Summit scheduled for February 15-16, 2018. This summit has potential to pull away the majority of the vice presidents and possibly some faculty and staff from across campus. After some discussion, the conclusion of those present was that while it is imperative to reschedule the 16 Feb 2018 Service Recognition Ceremony, the 16 Feb 2018 university senate meeting would not be rescheduled unless more specific information in the future indicates a significant number of university senators will definitely be pulled away for the summit.</p>		
Academic Policy Committee (APC)	1. <u>Motions</u> APC has no motions to submit for university senate consideration at its 17 Nov 2017 meeting.		

<p>John R. Swinton</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> <p>3. <u>Meeting</u> The Academic Policy Committee did not meet on 01 Dec 2017 from 2:00pm to 3:15pm. Details below.</p> <p>a. <u>No Agenda Items</u> A request for agenda items revealed that there were no items for APC to consider.</p> <p>b. <u>No Quorum</u> Because there would be insufficient attendance – based on the number of regrets received by the committee chair – to establish a quorum, the 1 Dec 2017 APC meeting was cancelled.</p>		
<p>Educational Assessment and Policy Committee (EAPC)</p> <p>Lyndall Muschell</p>	<p>1. <u>Motions</u> EAPC has two motions to submit for university senate consideration at its 26 Jan 2018 meeting. The topics of these motions are provided below in 3.a.</p> <p>2. <u>Officers</u> The 2017-18 EAPC officers are Lyndall Muschell (Chair), Angel Abney (Vice-Chair) and Angela Criscoe (Secretary).</p> <p>3. <u>Meeting</u> The Educational Assessment and Policy Committee met on 01 Dec 2017 from 2:00pm to 3:15pm. The following topics were discussed.</p> <p>a. <u>Motions</u> The following Action Items were deliberated and voted upon. The result of these votes, documenting EAPC actions, is given below.</p> <p>i. <u>Certificate in Strength and Conditioning</u> - passed</p> <p>ii. <u>MA in Art Therapy</u> – passed</p>		

	<p>Each of these items will be submitted as a motion to university senate for deliberation and a vote.</p> <p>b. <u>Information Items</u> The following information items were shared with EAPC and will be documented in the EAPC minutes.</p> <p>i. <u>MODIFICATION OF EXISTING PROGRAMS</u></p> <p>1) Changes in the program of study of the existing Minor in PE have been made to target growth for the minor and to “feed” into the MAT in Kinesiology/PE.</p> <p>2) Changes have been made to BSN Curriculum which align with Commission on Collegiate Nursing Education and the School of Nursing’s Educational Effectiveness Plan.</p> <p>c. <u>New Business</u> The following topics were discussed by the committee.</p> <p>i. EAPC (formerly CAPC) members entertained a brief discussion related to implications for bylaws revisions on the work of the committee.</p> <p>ii. Mary Magoulick, Chair of SoCC, provided a report from the Subcommittee on Core Curriculum.</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 26 Jan 2018 meeting.</p> <p>2. <u>Officers</u> The 2017-18 SoCC officers are Mary Magoulick (Chair), Brandon</p>		

	<p>Samples (Vice-Chair) and Kay Anderson (Secretary).</p> <p>3. Meetings The following summarizes SoCC activity at its recent meetings.</p> <p>a. Area B Sections SoCC has approved three new Area B sections.</p> <p>i. <u>GC2Y</u> <i>Group Minds and Mental Prisons: Global Perspectives on Obedience</i>, proposed by Julian Knox (English; COAS)</p> <p>ii. <u>GC2Y</u> <i>The National Parks Idea: A Global Phenomenon</i> (for study away) proposed by Will Hobbs (Outdoor Ed; Kinesiology; COHS)</p> <p>iii. <u>GC2Y</u> <i>Redefining Home: Immigrants and Refugees in Literature and Film</i>, proposed by Debora Stefani (English; COAS)</p> <p>b. Sunset SoCC wishes for clarification of whether we can continue to review proposals for new Area B classes, and if so, up to what date we are expected to do so (before the implementation of the new GEC).</p> <p>c. GEC SoCC recommends that the Provost's Office hold elections for the GEC (General Education Committee) as a single slate of various volunteers willing to cover areas. All faculty could vote on the slate, including any particular choices if more than one volunteer is willing to cover a particular area of the core or a college.</p>		
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<p>Faculty Affairs Policy Committee (FAPC)</p> <p>David Johnson</p>	<ol style="list-style-type: none"> 1. Motions FAPC has one motion to submit for consideration by the university senate at its 26 Jan 2018 meeting. See 3.a. 2. Officers The 2017-18 FAPC officers are David Johnson (Chair), Ashley Taylor (Vice-Chair) and Sarah Handwerker (Secretary). 3. Meeting The Faculty Affairs Policy Committee met on 01 Dec 2017 from 2:00pm to 3:15pm and the following item was discussed. <ol style="list-style-type: none"> a. Motion FAPC has passed a motion to recommend an Emeritus/a Policy, and this motion will be forwarded to the University Senate. 		
<p>Resources, Planning and Institutional Policy Committee (RPIPC)</p> <p>Diana Young</p>	<ol style="list-style-type: none"> 1. Motions RPIPC has no motions to submit for university senate consideration at its 26 Jan 2018 meeting. 2. Officers The 2017-18 RPIPC officers are Diana Young (Chair), Donna Bennett (Vice-Chair) and Courtney Manson (Secretary). 3. Meeting The Resources, Planning and Institutional Policy Committee met on 01 Dec 2017 from 2:00pm to 3:15pm and the following items were discussed. <ol style="list-style-type: none"> a. Parking John Bowen (Parking & Transportation Senior Manager) spoke with RPIPC about some of our remaining parking-related questions on ADA parking, temporary parking lot changes, and specific lot questions and concerns. b. Policies We had a discussion about the Open Flame Policy that President Dorman and his Cabinet took on 		

	<p>earlier this month. We also discussed the role of RPIPC on different types of policy matters moving forward.</p> <p>c. Academic Calendar RPIPC also discussed the BoR policy changes that were disseminated by the Chancellor in November 2017. One question members had regarding the academic calendar: does the university have a plan/process for making up instruction days lost due to weather emergencies? During ECUS-SCC, the group decided that APC would be the appropriate committee to which to steer this issue.</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 26 Jan 2018 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 01 Dec 2017 from 2:00pm to 3:15pm and the following items were discussed.</p> <p>a. Brief We had a brief meeting today to recap a few items from previous meetings and to set the agenda for next semester. We discussed:</p> <p>i. Diversity Action Plan Efforts made by SGA to develop a media strategy to spread the word about student complaints.</p> <p>ii. Early College Efforts to make the Early College students feel</p>		

	<p>included in the Georgia College Community.</p> <p>iii. <u>Preachers on Campus</u> Need to spread the word to students that preachers are allowed to be on campus and not to engage with them.</p> <p>b. <u>Next Meeting</u> We will invite Stacey Milner to discuss the Cultural Center's role on campus.</p>		
V. Information Items Actions/Recommendations			
RPIPC Composition Nicole DeClouette	<p><u>3 Nov 2017</u></p> <p><i>Nicole DeClouette noted that the proposed revision to the composition of RPIPC (Staff Council Appointee replaced by the Chief Information Officer or designee) was on the docket for inclusion in a future set of university senate bylaws revisions, noting this was primarily to get this into the record and keep it on the radar so it is not lost or forgotten.</i></p>		
University Senate Budgets Chavonda Mills	<p>1. <u>Foundation Account</u> for university senate is now established and has a balance of \$0.</p> <p>2. <u>Balance</u> The balance of the university senate budget (\$5000 allocation annually) is presently at \$1601.77. Anticipated expenditures include reimbursement of travel expenditures to Alex Blazer and Glynnis Haley for USG Faculty Council meetings during the 2017-18 academic year. At the 1 Dec 2017 ECUS meeting, President Dorman expressed his willingness to consider a request for increasing this allocation.</p>		

<p>VI. Unfinished Business Review of Action & Recommendations, Provide updates (if any) to Follow-up</p>			
<p>Appeals Process for Decisions of University Senate Committees</p> <p>Nicole DeClouette (Sep) Nicole DeClouette (Oct) Nicole DeClouette (Nov) Craig Turner (Dec)</p>	<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> <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</i> 		<p><u>1 Dec 2017</u> Craig Turner to edit the consent agenda and “appeals” statements to incorporate the proposed revisions adopted at the 1 Dec 2017 ECUS meeting for further review by meeting participants at a future meeting of ECUS and/or ECUS-SCC.</p>

	<p><i>informational item on the consent agenda.</i></p> <p>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></p> <p>iii. <i>This way each vote will be recorded and will provide a way for the university senate to advise the President.</i></p> <p>3. <i>ECUS-SCC Deliberation</i> <i>A lively discussion of the proposal ensued with the following conversation points.</i></p> <p>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></p> <p>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></p> <p>iii. <i>The consent agenda is for those matters for which unanimous agreement by all university senators is anticipated.</i></p> <p>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></p>		
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v. *It is anticipated that language detailing the process will be drafted by Nicole DeClouette in 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.*

6 Oct 2017

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.

3 Nov 2017

- 1. Nicole DeClouette provided contextual information on the current draft indicating that both sections would likely be proposed for inclusion in university senate bylaws once finalized. She noted that ECUS recommended some revisions to the second sentence of the top section to pluralize the committees and to revise Executive Council to Executive Committee.*
- 2. It was noted from the floor that this is not really an appeals process but a proposal to balance the treatment of*

recommendations against with recommendations for at the committee level so that all such recommendations (for or against a proposal) receive consideration by the university senate. There was general consensus that this was why appeals appears in quotes and noting that this word (appeals) was used in the charge from President Dorman.

1 Dec 2017

1. Having extended regrets to this meeting, Nicole DeClouette had authorized Craig Turner to present the revisions on her behalf to the committee.
2. Craig Turner noted that the revisions to re-express the second sentence were to strike *The Presiding Officer, following the recommendation of a committee and in consultation with that committee's chair and the Executive Council of the University Senate, shall determine which items are placed on the consent agenda.* and add the following in its place
For each source committee, items emerging from that source committee are placed on the consent agenda by the Presiding Officer at the request of, and in consultation with, the chair of that source committee. The Presiding Officer may consult with the Executive Committee of the University Senate when setting the consent agenda.
There was general consensus by those present at the 1 Dec 2017 ECUS meeting to adopt this proposed revision.

	<p>3. At the 1 Dec 2017 ECUS meeting, deliberation continued resulting in the following revisions being proposed with the support of those present at this meeting.</p> <p>In the consent agenda statement</p> <ul style="list-style-type: none"> a. Use source throughout as a committee modifier, so <i>standing committee</i> to be replaced by <i>source committee</i>. b. In the penultimate sentence, replace <i>may</i> with <i>shall</i> and replace <i>in gross</i> with <i>collectively</i>, the new sentence reading <i>Items not removed from the consent agenda shall be considered collectively and without amendment or debate</i>. c. In the final sentence, increase the voting threshold from a <i>majority</i> to a <i>two-thirds majority</i> to align with current practice and specify explicitly to what group this two-thirds majority is applied, the new sentence reading <i>A motion to approve the consent agenda requires a second and a two-thirds majority of those casting votes favoring adoption, assuming the presence of a quorum</i>. <p>In the “appeals” statement</p> <ul style="list-style-type: none"> a. Replace <i>will</i> with <i>shall</i> in sentence three for consistency. b. In the final sentence, replace <i>voted on</i> with <i>shall receive disposition</i> and specify explicitly what shall be recorded in minutes, the new sentence reading <i>All recommendations by a committee, for or against a proposal,</i> 		
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	<p><i>shall receive disposition by the University Senate and this disposition along with a summary of any preceding deliberation shall be recorded in the University Senate minutes.</i></p> <p>4. <u>ECUS-SCC Deliberation</u> There were no additional suggestions or expressions of dissent from the floor for the proposed revisions presented on behalf of ECUS.</p>		
<p>ECUS Composition</p> <p>Nicole DeClouette</p>	<p><u>6 Sep 2017</u></p> <p>1. <i>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></p> <p>2. <i>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></p> <p>3. <i>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> <p><i><u>Note</u> 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></p>		

	<p><i>Due to the shortness of time, deliberation on this topic was postponed to a future ECUS-SCC meeting.</i></p> <p><u>3 Nov 2017</u> <i>Further deliberation of this item is deferred until the resolution of curricular matters, in particular how the modifications to CAPC and SoCC and the establishment of the University Curriculum Committee play out.</i></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</i> 		

	<p>voice to this recommended course of action.</p> <p>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).</p> <p><u>3 Nov 2017</u> <i>Further deliberation of this item is deferred until the resolution of curricular matters, in particular how the modifications to CAPC and SoCC and the establishment of the University Curriculum Committee play out.</i></p>		
<p>Photos for the University Senate Online Senator Database</p>	<p><u>6 Oct 2017</u> <i>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</i></p>		<p><u>6 Oct 2017</u> <i>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.</i></p>

	<p>guidance found under the heading Official Georgia College Headshots at the website http://www.gcsu.edu/communications/photography-guidelines .</p>		
<p>2018-2019 Governance Calendar</p> <p>Nicole DeClouette (Nov) Craig Turner (Dec)</p>	<p><u>3 Nov 2017</u></p> <p><i>1. Nicole DeClouette provided the following contextual information.</i></p> <ul style="list-style-type: none"> <i>a. Craig Turner drafted the 2018-2019 Governance Calendar for ECUS review and he, Alex Blazer, and Nicole DeClouette are in the process of confirming dates with people across campus.</i> <i>b. ECUS recommended against including the meeting dates of the Graduate Council and University Curriculum Committee on the governance calendar since these committees will no longer be recommending items to the university senate or its committees.</i> <i>c. Nicole DeClouette will follow up with Veronica Womack regarding the date for Making Excellence Inclusive.</i> <i>d. Provost Brown will work, in concert with the President’s office, to schedule the August events (e.g., New Faculty Orientation, Assessment Day, Convocation, etc.)</i> <i>e. Alex Blazer will consult with Evita Shinholster regarding the date for the Staff Council Retreat and strive to ensure it will not coincide with the University Senate Governance Retreat.</i> 		

2. *A recommendation from the floor was to include meetings of Graduate Council and the University Curriculum Committee on the 2018-2019 Governance Calendar. There was general consensus to do so. This was primarily to promote transparency and noting that the governance calendar could be one channel of awareness of the meeting times of these committees for university faculty.*

1 Dec 2017

1. Craig Turner expressed appreciation for the confirmations received from
 - a. Susan Allen (Winter Break Dates)
 - b. Provost Brown (Faculty Contract Start (Aug 1), Faculty Contract End (May 16), Celebration of Excellence (Apr 19), Assessment Day (Aug 15), State of the University Address (Feb 8), “Welcome Back Faculty” Breakfast (Aug 16), and Service Recognition (Feb 15)).
2. Still requiring confirmation are
 - a. New Faculty Orientation (in preparation by Costas Spirou)
 - b. Making Excellence Inclusive Faculty Day (Nicole DeClouette coordinating with Veronica Womack)
 - c. Graduate Council meetings, University Curriculum Committee meetings, General Education Committee meetings (in preparation by Costas Spirou)
 - d. College Meeting Aug 15 (Provost Brown confirmed orally)

	<ul style="list-style-type: none"> e. Department Meeting Aug 16 (Provost Brown confirmed orally) f. First Year Convocation Aug 17 (no information yet available) <i>Note: During the preparation of these minutes, it was determined that this item will be confirmed by Provost Brown.</i> g. Common Reader Sessions Aug 17 (no information yet available) <i>Note: During the preparation of these minutes, it was determined that this item will be confirmed by Provost Brown.</i> h. Governance Retreat (in preparation by Alex Blazer) <p>3. <u>ECUS-SCC Deliberation</u></p> <ul style="list-style-type: none"> a. An editorial suggestion was that both 3 Sep 2017 and 10 Sep 2017 were coded as Labor Day. Of course, only 3 Sep 2017 should be so coded. b. A question from the floor requested information about proposed dates for meetings of Graduate Council, GEC, and UCC. <i>While this is still a work in progress, the current proposal is for Graduate Council, GEC, and UCC to meet 1:00-1:50 on the second, third, and fourth Fridays of a month, respectively, when possible. Obviously with holidays this is not possible in November and December.</i> 		
<p>Committee Reconstruction (CAPC, SoCC)</p> <p>Nicole DeClouette (Nov)</p>	<p><u>3 Nov 2017</u></p> <p>1. <i>Nicole DeClouette noted that some university senate committee reconstruction will be necessary if the proposed revisions</i></p>		

<p>Chavonda Mills (Dec)</p>	<p><i>to the university senate bylaws (those that are currently under consideration) are recommended by university senate and approved by President Dorman.</i></p> <p>2. <i>The proposed revisions currently under consideration include a renaming of CAPC to EAPC (Educational Assessment and Policy Committee) as well as changes to the scope of this committee.</i></p> <p>3. <i>So what about SoCC? Curricular routing would possibly be modified as early as 1 Dec 2017 to route curricular proposals to the University Curriculum Committee (UCC) (rather than CAPC) and core curricular matters (including Area B Section Proposals) to the proposed General Education Subcommittee of the UCC. This would leave assessment of the core and perhaps GC Journeys within the scope of SoCC. As the UCC emerges, there may be a proposal to modify the university senate bylaws and dissolve SoCC. Until that time, the current university senate bylaws governing SoCC persist.</i></p> <p>4. <i>CAPC – if renamed to EAPC with new scope – will focus on curriculum policy and assessment. If these changes occur, current CAPC members would populate EAPC.</i></p> <p>5. <i>If SoCC should be dissolved, committee assignments must be identified for the elected faculty senators presently serving on SoCC to comply with university senate bylaws that all university senators serve on at least one university senate committee.</i></p> <p><u>1 Dec 2017</u></p>		
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	<p>1. <u>UCC and GEC</u></p> <p>a. Provost Brown expressed her appreciation to the members of the ad hoc University Curriculum Committee Task Force for their diligence, attention to detail, and significant work in preparing documents to guide the formation and implementation of the University Curriculum Committee (UCC) and General Education Committee (GEC). She also acknowledged the significant contributions and leadership of Costas Spirou who chaired this task force.</p> <p>b. Provost Brown disseminated the final drafts of the task force documents (attached as supporting documents to these minutes) and provided an overview of their contents including the flow chart for curricular proposals and committee compositions, charges and operating procedures. She noted the current SoCC (Subcommittee on the Core Curriculum) operating procedures will be continued, particularly for GC1Y and GC2Y section proposals.</p> <p>c. The interim plan is for SoCC and the Educational Assessment and Policy Committee (EAPC (formally CAPC)) to attend only to time-sensitive curricular proposals at their regular December 2017 meetings, and then let any new proposals await consideration by the imminent UCC and GEC.</p>		
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	<p>d. The current goal is to populate UCC and GEC by 1 Jan 2018.</p> <p>e. The present plan is to use the university senate online motion database to track the curricular proposals considered by the UCC, unless we find it infeasible to do so as we attempt to implement this.</p> <p>f. The University Curriculum Committee Chair will attend university senate meetings and share curricular information items as a report under the Announcements / Information Items section of the university senate meeting agenda</p> <p>2. <u>Questions</u></p> <p>a. SoCC recommends that the Provost's Office hold elections for the GEC (General Education Committee) as a single slate of various volunteers willing to cover areas. All faculty could vote on the slate, including any particular choices if more than one volunteer is willing to cover a particular area of the core or a college. <i>Thank you for this suggestion, it is likely most feasible for use in electing the teaching representatives.</i></p> <p>b. The terms of service for the teaching representatives on the GEC are not staggered. Is this intentional? Note this could mean all teaching representatives rotate off GEC at the same time. <i>Thank you for bringing this to our attention. We will take this suggestion under advisement.</i></p>		
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	<p>c. What is the process for making revisions to the guidance document for UCC and GEC in the future? <i>Revisions would likely be made through the Office of Academic Affairs and determined in consultation with the current members of the committee to which the revision applies.</i></p> <p>d. I suggest codifying a revision process. <i>Thank you for the suggestion. We will take this suggestion under advisement.</i></p> <p>3. <u>Add EAPC to Online Motion Database</u> Craig Turner reported that the new Educational Assessment and Policy Committee (EAPC) has been added as an active committee to the online motion database and the university senate electronic presence at senate.gcsu.edu. Now that CAPC is inactive, it has been added to the list of retired university senate committees, yet all its past motions, minutes, and members will remain in the archive as has been the practice with all retired committees. It was also noted that at the suggestion of Chief Information Officer Bob Orr, the webpage of each active committee now has a minutes tab on which minutes for only that committee are accessible and listed in reverse chronological order.</p>		
<p>VII. New Business Actions/Recommendations</p>			
<p>Steering of Items to Committees Nicole DeClouette</p>	<p>At the time of this meeting, there was one item that required steering to a committee.</p> <p>1. Academic Calendar (weather days as seen in the RPIPC report earlier in these</p>		

	minutes) steered to the Academic Policy Committee.		
University Senate Agenda and Minutes Review	<ol style="list-style-type: none"> 1. <u>Tentative Agenda 26 Jan 2018:</u> Based on the committee reports at this meeting <ol style="list-style-type: none"> a. <u>Motions</u> There will be up to four motions on the agenda of this meeting of the university senate, specifically <ol style="list-style-type: none"> i. EAPC (2) <ol style="list-style-type: none"> 1) Certificate in Strength and Conditioning 2) MA in Art Therapy ii. FAPC (1) <ol style="list-style-type: none"> 1) Emeritus/a Policy iii. SCoN (1) <ol style="list-style-type: none"> 1) Slate of Nominees b. <u>Reports</u> Administrative reports and committee reports will also be agenda items. 2. <u>University Senate Minutes Review:</u> A <u>MOTION</u> that the <i>DRAFT minutes of the 17 Nov 2017 meeting of the 2017-2018 university senate be circulated for university senator review</i> was made and seconded. 	The motion (circulate minutes) was approved.	<ol style="list-style-type: none"> 1. Nicole DeClouette to draft the tentative agenda of this university senate meeting. 2. Motions to be entered into the online motion database by EAPC (2), FAPC (1), SCoN (1). 3. Craig Turner to circulate the DRAFT of the university senate meeting minutes to university senators for review.
University Senate Bylaws Chavonda Mills (Dec)	<ol style="list-style-type: none"> 1. Chavonda Mills noted that now that the university senate bylaws have been revised to comply with the higher order documents (institutional statutes and BoR/USG policy), the backlog of proposed university senate bylaws revisions can be aggregated into a new revision proposal. 2. The backlog items include but are not limited to the following. <ul style="list-style-type: none"> • “Appeals” Process • Consent Agenda 		

	<ul style="list-style-type: none"> • RPIPC Composition, specifically the Chief Information Officer (CIO) or designee replacing Staff Council rep. • References to CAPC throughout • Dissolve SoCC • Budget, the existing annual budget allocation and any budget guiding principles (reimburse authorized voting and non-voting USGFC meeting participants) <p>3. The proposed timeline is to have this bundle of proposed revisions ready for a first reading in March 2018 and a second reading in April 2018.</p> <p>4. Is anyone willing to serve on the Bylaws Revisions Committee? The following individuals volunteered to serve.</p> <ul style="list-style-type: none"> • David Johnson • Chavonda Mills • Lyndall Muschell • John Swinton • Craig Turner <p>5. An open invitation was extended to volunteer by email to Nicole DeClouet.</p>		
VIII. Next Meeting (Tentative Agenda, Calendar)			
1. Calendar	26 Jan 2018 @ 3:30pm Univ. Senate A&S 2-72 02 Feb 2018 @ 2:00pm ECUS Parks 301 02 Feb 2018 @ 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 4:31 pm.	
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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 DEClOUPETTE (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	P	R				3	1	0
Kelli Brown <i>Provost</i>	P	P	P	P				4	0	0
Jolene Cole <i>EFS; Library; ECUS Member</i>	R	P	R	P				2	2	0
Nicole DeClouette <i>EFS; CoE; ECUS Chair</i>	P	P	P	R				3	1	0
Steve Dorman <i>University President</i>	R	R	R	R				0	4	0
Will Hobbs <i>EFS; CoHS; ECUS Member</i>	P	R	R	P				2	2	0
Chavonda Mills <i>EFS; CoAS; ECUS Chair Emeritus</i>	P	R	R	P				2	2	0
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P	P	P				4	0	0
J.F. Yao <i>EFS; CoB; ECUS Member</i>	R	R	P	P				2	2	0
John Swinton <i>EFS; CoB; APC Chair</i>	P	R	P	P				3	1	0
Lyndall Muschell <i>EFS; CoE; EAPC Chair</i>	P	P	P	P				4	0	0
David Johnson <i>EFS; CoAS; FAPC Chair</i>	P	P	P	P				4	0	0
Diana Young <i>EFS; CoAS; RPIPC Chair</i>	P	P	P	P				4	0	0
Emily Gomez <i>EFS; CoAS; SAPC Chair</i>	P	P	P	R				3	1	0

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