

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

**MEETING DATE & TIME:** FRIDAY, MARCH 5, 2020, 3:30-4:45 P.M.

**MEETING LOCATION:** WEBEX

**ATTENDANCE:**

<b>MEMBERS</b>		<b>“P” denotes Present, “A” denotes Absent, “R” denotes Regrets</b>
<b>P</b>	Alex Blazer (CoAS, ECUS Chair Secretary)	
<b>P</b>	Hauke Busch (CoAS, ECUS Chair)	
<b>R</b>	Steve Dorman (University President)	
<b>P</b>	Catherine Fowler (CoHS, ECUS Vice-Chair)	
<b>P</b>	David Johnson (CoAS, ECUS Chair Emeritus)	
<b>P</b>	Karl Manrodt (CoB, ECUS Member)	
<b>P</b>	Lyndall Muschell (CoE, ECUS Member)	
<b>P</b>	Costas Spirou (Provost)	
<b>P</b>	Jennifer Townes (Library, ECUS Member)	
<b>P</b>	John Swinton (APC Chair)	
<b>P</b>	Hank Edmondson (FAPC Chair)	
<b>P</b>	Rodica Cazacu (RIPC Chair)	
<b>P</b>	Jamie Addy (SAPC Chair)	
<b>GUESTS</b>		
Shea Council (Administrative Assistant of the 2020-2021 University Senate)		

**Legend**

*Italicized text denotes information from a previous meeting.*

\*Denotes new discussion on old business.

**Highlighted text denotes follow-up.**

**Bold text denotes action or recommendation.**

**I. Call to Order:** The meeting was called to order at 3:31 pm by Hauke Busch (Chair).

**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 draft of the 12 Feb 2021 minutes of the Executive Committee with Standing Committee Chairs had been circulated to the meeting attendees via email. A **Motion** to approve the minutes was made and seconded. **The minutes were approved.**

**IV. Reports**

**University President — President Steve Dorman**

1. As President Dorman had extended *Regrets* and was unable to attend this meeting, there was no President’s Report.

## University Provost — Provost Costas Spirou

1. **Governor’s Teaching Fellows Program**
  - a. Joanna Schwartz, Professor of Marketing
  - b. Ernest Kaninjing, Assistant Professor of Public Health
2. **Commencement Ceremonies for the Class of 2020** A series of small commencement ceremonies will be held between April 23 – 25, 2021.
3. **Commencement Ceremonies for the May/August Class of 2021**
  - a. A series of small commencement ceremonies will be held between May 6 – 9, 2021, and May 13 – 16, 2021.
  - b. All 2020 graduates and May/August 2021 candidates were invited to participate.
4. **Momentum Summit IV (February 22-March 5, 2021)**
  - a. Part of Complete College Georgia focusing on student success.
  - b. The GC focus will be placed on (reorganizing the First Year Seminar and promoting the Promise Scholarship).
5. **USG Academic Program Authorization and Review**
  - a. The seven-year review cycle will likely require the inclusion of labor market data (focusing on the state) and occupational data of graduates, etc...
  - b. For more information, please see Critical Components of New Program Submission-February 2021 Provost Report.
6. **Helen Lewis Symposium** will be held March 3.
7. **ECUS-SCC Discussion**
  - a. **USG Academic Program Authorization and Review**
    - i. Question: If graduates of a foreign language program are not earning enough money, will the program be cut and professors fired? Answer: That’s drastic. We have a number of low enrollment programs. Our position is that we are a public liberal arts institution and we have to have certain programs, regardless of low enrollment. Georgia State, being a bigger institution, has a different position. We need to think about our graduates and reference their success.
    - ii. Question: Is this review the same as the five-year comprehensive program review? Answer: The five-year comprehensive program review is our internal system of reviews. We’re shifting to align with these reviews. The four-year review is a new part of that process. It is better for us to have small numbers and meet those small numbers. We’re not expanding our first-year class; we’re shifting our students in our programs. Four or five years ago, the BOR pressured the system on low enrollment programs, and the institution addressed the issue. There were between 500 and 600 BA degrees with less than 10 graduates, MA degrees with less than 5 graduates and, PhD degrees with less than 3 over three years. The institutions reduced to this number to less than 200 low enrollment programs. The BOR note that the system still has some low enrollment programs

- iii. Comment: Music is one of those programs. Every single department meeting, we are looking to recruit and retain, but not cut. Comment (Provost): We invest in music. The argument is that humanities and fine arts are important to the mission of our university. Not every institution in the 26 institution system is the same.
  - iv. Question: Can you summarize the purpose of the reviews? Is it possible to summarize the criteria of the review? Answer (Provost): Georgia Tech is a member of USG like us; however, it is different in terms of mission, standing, and challenges. All but three institutions in the USG, including GCSU, are part of eCore. eCore is antithetical to our mission as a residential liberal arts institution. It is up to the leadership at each institution to maneuver through system, which is more of an art than a science. I am confident about our offerings and the work that we're doing. The seven-year review has always been there; Smart Reports and SACS feed into the review.
  - v. Question: So the purpose of review is to ensure that all programs, including low enrollment program, are continued, beyond simple economic considerations? Answer (Provost): I would agree. There are a number of programs that can't make appropriate enrollment because we're not growing enrollment.
  - vi. Comment: If a program has low enrollment, find creative ways to strengthen the program.
- b. **Commencement**
- i. Question: Will Masters students be hooded? Answer (Provost): We leaned toward decision not to hood, but I can't remember the final decision. Ask Kay Anderson.

**Subcommittee on Nominations (SCoN) — Chair Catherine Fowler**

- 1. **Faculty Senator Election Results**
  - a. **College of Arts & Sciences**
    - i. Greg Glotzbecker
    - ii. James Trae Welborn
    - iii. Jennifer Flory
    - iv. Sandra Trujillo
  - b. **College of Business**
    - i. James Folk
    - ii. Frank Richardson
    - iii. Leng Ling
    - iv. Nicholas Creel
  - c. **College of Education**
    - i. Lyndall Muschell
    - ii. Paulette Cross
  - d. **College of Health Sciences**
    - i. Damian Francis (Elected to complete Susan Steele's term 2021-2023)
  - e. **Library and Information Technology Center**

- i. Lamonica Sanford
- f. **At-large Faculty Senator Election:**
  - i. Catherine Fowler
- 2. **SGA Senators** The Selected Student Senators are SGA President James Robertson and Molly Robbins.
- 3. **Call for Volunteers for Standing Committees and University Committees** 14 faculty have volunteered.
- 4. **2021-2022 Slate of Nominees, Presiding Officer Elect, and Secretary** The slate is being drafted. There are four nominations for Presiding Officer Elect and one nomination for Secretary. The nomination for Secretary has been accepted, but the nominations for POE have not. **Follow Up: Catherine Fowler, Alex Blazer, and Lyndall Muschell will reach out to POE nominees. David Johnson will reach out to a potential nominee.**
- 5. **USG Chancellor Search Listening Session** They want 8 strong candidates. Send candidate names to the search firm, Parker.

#### **Executive Committee of University Senate (ECUS) — Chair Hauke Busch**

- 1. **University Senate Budget** No spending is anticipated for the university budget at the present time.
- 2. **University Senate Recognitions** University Senate Recognitions (Certificates/Pins) are in the process of being distributed.
- 3. **Standing Committee Organizational Meeting** A suggestion has been made that the 2021-2022 committee chair election should take place during the Senate organizational meeting. This would help with addressing any senate business that might arise during the summer.
- 4. **Nominations for Presidential Search Committee** Chancellor Wrigley requested nominees for the University Presidential Search Committee. Several individuals were identified during the meeting.
- 5. **ECUS-SCC Discussion**
  - a. **Standing Committee Organizational Meeting**
    - i. Comment: If the officer elections will be held during the Senate organizational meeting time, send a meeting invitation message to the 2021-2022 University Senate, including non-senator volunteers, for the Senate organizational meeting.

#### **Academic Policy Committee (APC) — Chair John Swinton**

- 1. **Pass/Fail Policy** APC discussed the possibility of a pass/fail policy for GCSU. We have a draft of a policy based on the policy at UGA. We have a few modifications of UGA's policy to make it appropriate for GCSU. We will pass our proposal onto SAPC and SGA for feedback. If the feedback is positive, we will propose it as a policy.
- 2. **Summer Courses** APC started a discussion of how some programs are using summer session. We heard of a potentially troubling situation in which a program or programs offers some courses exclusively during the summer. We are looking for more information before moving forward.

### 3. ECUS-SCC Discussion

#### a. Pass/Fail Policy

- i. Comment (Chair): As a liberal arts institution, we want students to be more curious, and allowing students to take some elective courses on a pass/fail basis encourages such curiosity. We need to define pass as a C or better. Students will have to take the pass/fail option when they register for the course. Instructors will not be notified that the students are taking the course this way. Students will not be allowed to retake pass/fail courses.
- ii. Question: Has there been any discussion of students taking the class for a letter grade having priority in the waitlist over students taking the class for pass/fail? Answer (Chair): The Registrar reports that if students need the course for the major, department chairs can rank the order of who is allowed in the course first.
- iii. Question: What's the value of pass/fail grade? Answer (Chair): Curiosity. Students can take electives outside their major without fear of their GPA being affected.
- iv. Question: Is the grading process for the instructor the same? Answer (Chair): The instructor would not even know the student is taking the course pass/fail.
- v. Question: How does pass/fail affect HOPE? Answer (Chair): This policy would probably have to go through the BOR. It does not affect the GPA in any way. It might help HOPE standing. The committee could not determine any way the policy would adversely affect HOPE.
- vi. Comment: It is very possible that UGA managed to get the policy in the books years ago. This supports our liberal arts mission. However, I wonder if it has system support or opposition due to the HOPE scholarship program.
- vii. Question: Isn't HOPE limited by how many credit hours it will fund? Answer (Chair): The pass/fail policy would not include courses in the major or the first 60 credit hours of general education requirements. The policy only includes electives.
- viii. Comment: The Early Childhood Education major has no electives.
- ix. Question: If a student earns a D in a pass/fail course, would the D affect the GPA? Answer (Chair): No, it would not show up in the GPA. The policy minimizes risk to GPA.
- x. Comment: Some students sign up for more classes than they can take, which affects HOPE.
- xi. Question: We say we encourage curiosity. However, it seems that the USG emphasizes transferability of credits and courses within the system. How does this square with Momentum Year? Answer (Chair): We won't know it we don't try. Our liberal arts mission means that we are creating critical thinks. We should be taking students outside of their comfort zones.

#### b. Summer Courses

- i. Comment: Some programs require students to take courses in the summer. One education course has an exemption, because the program legally needs students to be enrolled in university classes before primary and secondary school starts so they can participate in pre-planning of fall semester at the primary and secondary schools.

#### **Faculty Affairs Policy Committee (FAPC) — Chair Hank Edmondson**

4. **Student Rating of Instruction Survey** The committee's primary concern is whether the current system is useful. The committee's secondary concern is the participation rate. The committee is looking at what other schools are doing. The committee is questioning the purpose of student evaluations. There is research that suggests that student evaluations are useless and cannot be fixed because they test student satisfaction. Moreover, most student evaluations are infiltrated by racial and gender biases. The committee remains interested in improving the system.
5. **ECUS-SCC Discussion**
  - a. **Student Rating of Instruction Survey**
    - i. Comment: If faculty are looking for feedback that will help in their teaching, CTL offers a wide array of tools.

#### **Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Rodica Cazacu**

1. **No Meeting** The committee did not meet on Friday, March 5.
2. **Email Discussion** We started a conversation by email based on several questions and concerns we received from Susan Steele. Here is a summary of our discussion.
  - a. **COVID-19**
    - i. The web page that provides COVID information for employees appears to be unchanged since August and we don't know if the information still applies. To find out what the current status is regarding the timeliness of these pages: Georgia College Returns (<https://www.gcsu.edu/georgia-college-returns>) we will contact and invite University Communication to our next meeting to obtain more details
    - ii. Can we assume that we are still in Stage III of the return to campus? Should we anticipate a Stage IV? Susan Allen clarified what Stage III means and that next level is normal operation.
    - iii. I still see students who are waiting for the instructor to unlock a classroom who are neither social distancing nor wearing masks properly. Who is responsible for enforcing these mandates? We believe that this should be re-directed to SAPC so that Student Life has the information to address the student population accordingly.
    - iv. The online materials reference frequently that employees will be provided cleaning supplies for their offices. What should be done in terms of ensuring the offices are properly clean and the carpet is vacuumed? Vacuuming is routine in all building services areas but for special cleaning

beyond the routine we should contact Building Services Director, Sylvia White, or submit a work order through Plant.

b. **Legal Review of Policy**

- i. How long should a department expect for legal department review of a policy or procedure? Is it reasonable to expect a response within 1 academic year or calendar year? If legal review results in a department being asked to revise and re-submit the policy, should we be able to expect a faster review and response if we have made all requested changes?

c. **ECUS-SCC Discussion**

i. **Legal Review of Policy**

1. Comment (Provost): This question is probably referring to contracts. Although I don't know the specifics, our office does hundreds of contracts. Please tell Susan Steele to reach out to me.

**Student Affairs Policy Committee (SAPC) — Chair Jamie Addy**

1. **Early College** SAPC met with Dr. Runee B. Sallad, Director of Early College to discuss the needs of Early College students on our campus. For instance, most Early College students do not have UNIFY credentials, which limits their access to GALILEO.

**VI. Unfinished Business**

1. **None**

**VII. New Business**

1. **Standing Committee Annual Reports**

- a. A **Motion** to approve the Annual Report Template and April 22 deadline was made, seconded, and approved.

2. **Steering of Items to Committees**

- a. None.

3. **University Senate Agenda and Minutes Review**

a. **Tentative Agenda 26 Feb 2021**

- i. Motions: None.
- ii. Reports: Administrative reports and committee reports will also be agenda items.
- i. Supplemental Items of Business: None.

- b. **University Senate Minutes Review** A **Motion** that the *DRAFT minutes of the 26 Feb 2021 meeting of the 2020-2021 University Senate be circulated for university senator review* was made and seconded. **The motion to circulate the minutes was approved.**

**VIII. Open Discussion**

1. **None**

## **IX. Next Meeting**

1. **Calendar**

- a. University Senate Meeting – Friday, March 26, 3:30 p.m., Webex
  - b. ECUS Meeting – Friday, April 9, 2:00 p.m., Webex
  - c. ECUS+SCC Meeting – Friday, April 9, 3:30 p.m., Webex
2. **Tentative Agenda** Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. **Hauke Busch will ensure that such items (if any) are added to the agenda of a future meeting of ECUS or ECUS-SCC.**

## **X. Adjournment**

1. 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 4:49 p.m.**

## **XI. Supporting Documents**

1. There are no supporting documents.

**Distribution:** First, these minutes will be sent to committee members for review; second, they will be posted to the Senate website.



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

**COMMITTEE OFFICERS:** HAUKE BUSCH (CHAIR), CATHERINE FOWLER (VICE-CHAIR), ALEX BLAZER (SECRETARY)

**ACADEMIC YEAR:** 2020-2021

**AGGREGATE MEMBER ATTENDANCE AT COMMITTEE MEETINGS FOR THE ACADEMIC YEAR:**  
**“P” denotes Present, “R” denotes Regrets, “A” denotes Absent**

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	9/4	10/2	11/6	1/8	2/12	3/5	4/9	P	R	A	
Alex Blazer <i>EFS, CoAS, ECUS Chair Emeritus, ECUS Secretary</i>	P	P	P	P	P	P		6	0	0	
Hauke Busch <i>EFS, CoAS, ECUS Vice-Chair</i>	P	P	P	P	P	P		6	0	0	
Steve Dorman <i>University President</i>	P	R	R	R	R	R		5	1	0	
Catherine Fowler <i>EFS, CoHS ECUS Vice-Chair</i>	P	P	P	P	P	P		6	0	0	
David Johnson <i>EFS, CoAS ECUS Chair Emer.</i>	P	P	P	P	P	P		6	0	0	
Karl Manrodt <i>EFS, CoB ECUS Member</i>	P	P	P	P	P	P		6	0	0	
Lyndall Muschell <i>EFS, CoE ECUS Member</i>	P	P	P	P	P	P		6	0	0	
Costas Spirou <i>Provost</i>	P	P	P	P	P	P		6	0	0	
Jennifer Townes <i>EFS, Library ECUS Member</i>	A	P	P	P	P	P		5	0	1	
John Swinton <i>APC Chair</i>	P	P	P	P	P	P		6	0	0	
Hank Edmondson <i>FAPC Chair</i>	R	P	P	P	P	P		5	1	0	
Rodica Cazacu <i>RPIPC Chair</i>	P	P	P	R	P	P		5	0	1	
Jamie Addy <i>SAPC Chair</i>	P	P	P	R	R	P		4	0	2	

