

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

MEETING DATE & TIME: FRIDAY, OCTOBER 1, 2021, 3:30-4:45 P.M.

MEETING LOCATION: WEBEX

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
P	Alex Blazer (CoAS, ECUS Chair Secretary)	
P	Hauke Busch (CoAS, ECUS Chair Emeritus)	
R	Cathy Cox (University President)	
P	Jennifer Flory (CoAS, ECUS Vice-Chair)	
P	Catherine Fowler (CoHS, ECUS Chair)	
P	Karl Manrodt (CoB, ECUS Member)	
P	Lyndall Muschell (CoE, ECUS Member)	
P	Lamonica Sanford (Library, ECUS Member)	
P	Costas Spirou (Provost)	
P	Nicholas Creel (APC Chair)	
P	Linda Bradley (DEIPC Chair)	
P	Sabrina Hom (FAPC Chair)	
P	Damian Francis (RPIPC Chair)	
P	Gail Godwin (SAPC Chair)	
GUESTS		
Shea Council (Administrative Assistant of the 2021-2022 University Senate)		

Legend

Highlighted text denotes follow-up.

Bold text denotes action or recommendation.

I. Call to Order: The meeting was called to order at 3:30 pm by Catherine Fowler (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 3 Sep 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 Cathy Cox

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

University Provost — Provost Costas Spirou

1. **Fall 2021 SRIS Critical Dates**
 - a. Departments: Mark courses to be surveyed in Banner by **October 6th**.
 - b. Faculty: Objective Selection Form opens on **October 15th**.
 - c. Students: SRIS begins on **November 16th**.
 - d. Faculty: Complete Objective Selection Form (OSF) by **December 6th**.
 - e. Students: Complete course survey(s) by **December 6th**.
 - f. Deans, Chairs, and Faculty: Survey results available by **December 16th**.
2. **The College of Education Maker Space** open house is set for October 11th at 3:00 p.m.
3. **The College of Arts and Sciences Associate Dean** candidates will be visiting campus for the next three weeks.
4. **The College of Business** is in the process of creating their 2021-2026 strategic plan. The strategic planning task force is hosting focus groups with various stakeholders to get input.
5. **Budget Hearings** The Academic Affairs budget division meeting is on October 1. The university budget hearing will be held on October 27.
6. **Accreditation Visits** The ABET virtual visit is scheduled to start on October 17 and, next week (October 4), we welcome CAEP (COE) and NASM (COAS).
7. **SACSCOC** As part of our preparation for the SACSCOC 10-year reaffirmation, Georgia College must identify a new Quality Enhancement Plan (QEP). The topic of the QEP is chosen collaboratively by university stakeholders including faculty, staff, students, and external constituents. We plan to work through the topic selection process this fall and spring and expect to have a topic chosen by May 2022. To learn more about a quality enhancement plan, the requirements, and the process, and to see examples and additional resources, please plan to attend one of these virtual informational sessions this semester. They are open to ALL faculty and staff, and everyone is strongly encouraged to attend at least one.
 - a. Campus-wide Informational Sessions/Open Forums (virtual):
 - i. Friday, October 1, 10:00 am
 - ii. Thursday, October 14, 2:00 pm
 - iii. Wednesday, November 3, 11:00 am
 - iv. Monday, November 15, 3:00 pm
 - b. College/Departmental Meetings:
 - i. College of Arts and Sciences: Friday, October 8, 2:30
 - ii. College of Education: Friday, October 15, 2:00
 - iii. College of Business: Friday, October 15, 2:30
 - iv. College of Health Sciences:
 1. School of Nursing, TBA
 2. School of Health/Human Performance, Friday, October 15, 3:00
 - c. Administrative and Student Support Department Meetings
 - i. Staff Council, October 19. 3:00
 - ii. SGA Student Forums
 1. TBA, to be held Fall 2021 semester
 - d. Community Stakeholder Sessions
 - i. TBA, to be held Fall 2021 or Spring 2022 semesters

- e. Please direct any questions to Cara Smith at (478) 445-3530 or cara.smith@gcsu.edu. Minutes from each meeting will be recorded and posted to the [QEP website](#). Video recordings will be made of each of the open forums and posted to the website.
8. **Honors College Student Opportunities (October 2021)**
- a. October 1st, 3:00pm, Humber-White 206 “Navigating Challenging Conversations 101” (Melissa Gerrior and Jennifer Birch)
 - b. October 4th, 12:00pm, Humber-White 206 “Using Your Honors Credentials to Advance Your Career” (Dr. Sandria Stephenson)
 - c. October 7th, 5:30pm, Humber-White 206 “Book Discussion: The Ten Best Days of My Life” (Dr. Jennifer Flaherty)
 - d. October 8th, 3:00pm, “Zoom Honors Academic Advising Session” (Michelle Johnson)
 - e. October 14th, 6:00pm, “Zoom Legends of Honors: I Fell Asleep in a Meeting and They Made Me an Administrator: Leadership Lessons along the Way”
 - f. October 19th, 12:30pm, Humber-White 206 “Campanology Under COVID-19” (Dr. Remi Chu)
 - g. October 28th, 5:30pm, Humber-White 206 “Book Discussion: Jose Saramago's Blindness” (Dr. Alex Blazer)
9. **National Cybersecurity Awareness Month** The USG joins thousands of organizations across the country to emphasize the importance of cyber-safety at work and home. Throughout October, the system office and its institutions will conduct training campaigns and special programs to emphasize ways USG employees can help identify and prevent threats to our organizations. At GC, the required bi-annual Information Security Awareness Training is mandatory of all employees (faculty, staff, and student workers) to meet University System of Georgia directives by Monday, November 1.
10. **Help a Reporter Out** University Communications recently began a subscription to a service “Help a Reporter Out” (HARO), where GC can link opportunities in the media with our faculty members based on their expertise. Relatedly, University Communications worked closely with the University Library to create a [Faculty Expertise Database](#).
11. **Honors College Convocation** will be held on October 2, 2021 at 1:00 p.m. in Magnolia Ballroom. First-year Honors students will be inducted into Eta Sigma Alpha (the Honors student association).
12. **Undergraduate Research** The second issue of [Undergraduate Research](#) journal is now available. The paper submission deadline for Vol. 2(1), Winter 2022 is December 1st, 2021.
13. **The University Retention Committee** started its work with representatives across the institution. The Committee is chaired by Joel Robinson, Sr. AVP for Enrollment Management; Brian Newsome, Dean of the Honors College; and Chris Ferland, AVP for Institutional Research and Effectiveness.
14. **The Provost’s Visiting Scholars Program** is intended to enrich the learning experiences of faculty and students within the context of an academic department/school. The initiative will allow academic departments/schools to invite domestic scholars for a week-long visit (Sunday to Friday). Applications are due October 15, 2021 for the Spring 2022 academic term.

15. **The Faculty Research Grant Review Committee** worked with the CTL and completed its work with Round I grants. Announcements will be going out next week.
16. **ECUS-SCC Discussion**
 - a. **Fall 2021 SRIS Critical Dates**
 - i. Comment: When a 65% or higher response rate is achieved, the software allows us to compare faculty and courses nationally.

Subcommittee on Nominations (SCoN) — Chair Jennifer Flory

1. **Election Oversight**
 - a. The Corps of Instruction was received 9/15/21 and forwarded to ECUS/SCC on 9/17/21.
 - b. The apportionment spreadsheet was filled in and packets were created for deans and library director and sent to each on 9/29/21. These documents were reviewed by Catherine Fowler, Alex Blazer, and Hauke Busch prior to sending.
 - c. Appendix C 2021-2022 Elected Faculty Senator (EFS) Elections Fact Sheet is included as a supporting document for your information.

Executive Committee of University Senate (ECUS) — Chair Catherine Fowler

1. **Meetings** In our regular meeting, Provost Spirou and I discussed Covid, the presidential transition team, the BOR, and GC mask signage. I attended the Academic Leadership Team meeting on September 16 and the reception for outgoing president Steve Dorman.
2. **BOR Tenure Revisions** I vetted multiple communications from USG Senates, USG Faculty Council, and AAUP regarding BOR tenure verbiage changes vote. Prepared for possible Senate motions prior to BOR meeting on October 12.
3. **Flu Shot and COVID Testing Clinics** Sponsored by the School of Nursing and GC Medical Reserve Corps, clinics took place at the Health Sciences Building and Parks Hall.
4. **Budget** No funds have been spent this fiscal year.
 - a. Senate State Account: \$4670.73
 - b. Senate Foundation Account: \$256.00
 - c. Senate Foundation Operations Account: \$1000.00.
5. **Election Oversight** The Subcommittee on Nominations received the Corps of Instruction list, completed apportionment, sent elections info and request for election procedures to the college deans and library director.

Academic Policy Committee (APC) — Chair Nicholas Creel

1. **Increasing SRIS Completion Rates**
 - a. Should we stop giving extra credit? Extra credit makes a bad instrument worse, considering a resolution for this. Replace extra credit with an iPad drawing?
 - b. Ask Provost Spirou if we have to keep the SRIS instrument or if we can replace it. Perhaps we can at least augment the survey with statistical analysis of student success in later classes or graduation.

- c. Could departments have the option craft their own questions?
 - d. In general, the committee would like to express dissatisfaction with SRIS.
2. **Faculty Qualifications**
 - a. The Provost asked us to review the policy for allowing faculty to be hired who have terminal degrees from unaccredited schools with an eye to closing this exception. We recommend that this is sent to FAPC.
 3. **COVID Related Concerns**
 - a. The committee wants to know if there is pay for faculty teaching additional classes.
 - b. The committee questions the policy for students showing up sick to classes without repercussion. There is a case of a student falsifying records to stay in class while under orders to quarantine.
 4. **Student Success in New Tenure Policy**
 - a. Committee thinks this might be more an institutional level not individual instructor.
 5. **ECUS-SCC Discussion**
 - a. **Increasing SRIS Complete Rates**
 - i. Comment: The SRIS used to be longer; and the move to the shorter form helped the response rate.
 - ii. Comment: Some departments have a high return rate, which involves chair and faculty involvement. SRIS should be viewed as just one part of the teaching evaluation; peer review and participating in teaching and learning conferences are other examples.
 - iii. Comment: There is software that can track and predict student outcomes based on courses taken.
 - iv. **ECUS-SCC steers this issue to FAPC.**
 - b. **Faculty Qualifications**
 - i. **ECUS-SCC steers this issue to FAPC.**
 - c. **COVID Related Concerns**
 - i. Comment: Every college has a plan to provide stipends to faculty covering courses for instructors with COVID.
 - ii. Comment: Faculty should refer infected students who attend class to the Dean of Students.
 - iii. Comment: The Dean of Students recommends but does not require COVID testing. The university cannot require students to quarantine if students get outside testing.
 - iv. Comment: Faculty can report students for breaking the code of conduct, such as lying, falsifying records, and endangerment.
 - v. **Follow Up: Catherine Fowler will invite Vice President for Student Life, Dr. Shawn Brooks, and Dean of Students, Dr. Tom Miles, to the next meeting of University Senate.**

Diversity, Equity, and Inclusion Policy Committee (DEIPC) — Chair Linda Bradley

1. **Diversity Strategic Plan** The DEIPC meeting engaged in a robust, positive discussion of *Advancing Diversity and Inclusion 2022-2025: Diversity Strategic Plan for Georgia*

College. This new Diversity Action Plan was composed by Dr. Carolyn Denard, the Associate Vice President for Inclusive Excellence and Chief Diversity Officer along with the Diversity Steering Committee. Following individual reading and review, DEIPC provided feedback on the plan through responding to a series of guiding questions provided by Dr. Denard that addressed: feasibility, Georgia College needs, voices that might need to be more visible in the plan, and any other additions or changes. The committee asked clarifying questions and learned more from Dr. Denard about the specific goals, strategies, actions, reporting, and ongoing assessment of the plan. Dr. Denard is compiling feedback from the broader university community as well as DEIPC and will be incorporating the changes. We understand that action plans are evolving to meet the needs within the university, and to best guide our collective process of continuous improvement. DEIPC voted unanimously to approve the new Diversity Action Plan for Georgia College, 2022-2025: *Advancing Diversity and Inclusion*. We will be sharing a statement of support for this plan with ECUS and University Senate.

Faculty Affairs Policy Committee (FAPC) — Chair Sabrina Hom

1. **Motions** FAPC voted to approve three motions: a COVID statement (near unanimous, 7 yes, 1 no, 3 abstention), a response to planned BOR policy revisions (unanimous), and revisions to PPPM/faculty handbook (unanimous).
2. **SRIS** The committee requested clarification on responsibility for the SRIS discussion.
3. **ECUS-SCC Discussion**
 - a. **Motions**
 - i. Comment (Provost): We can invite Vice Chancellor for Academic Affairs Tristan Denley to participate in a Q&A forum with GC faculty next week so we can hear directly from the system regarding the proposed changes to tenure policies.
 - ii. Comment: Representatives at the USG Faculty Council asked multiple times for the vote to be postponed. The question was neither addressed nor answered. Inviting the Vice Chancellor to speak with us may provide clarity but it is not going to change. The FAPC resolution is necessary.
 - iii. Comment: This mad rush to change policy is not conducive to real deliberation.
 - iv. Comment: Revising Post-Tenure Review was first mentioned by the system in Fall 2019 and the proposal was first presented in August 2021.
 - v. Comment: University Senate needs to vote on the resolution calling for the BOR to table tenure changes before the next BOR meeting.
 - vi. Comment: University Senate should not simply vote but also deliberate on the resolution.
 - vii. Comment: The vote should not be tied to the Senate meeting, so Senators in class can vote.

- viii. **Follow Up:** Catherine Fowler will call for a special meeting of University Senate for Wednesday, October 6 at 12:00 p.m. An electronic ballot will be sent to University Senators and due later that afternoon, after afternoon classes are completed. The meeting will be recorded and distributed to Senators who cannot attend.

4. **ECUS-SCC Action**

- a. A **Motion** to extend the meeting 15 minutes was made and seconded. **The motion to extend the meeting was approved.**

Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Damian Francis

1. **ADA Accessibility** The committee invited Frank Baugh, Assistant VP of facilities management, and Shea Groebner to discuss ADA accessibility of campus buildings. They reported 100% compliance to ADA campus wide. Historicity to be considered in addition to accessibility.
 - a. RPIPC Action: RPIPC has asked Facilities Management to provide a campus resource for Campus accessibility.
2. **25Live** The committee discussed the challenges with 25 Live. The committee decided to invite Lisa Castillo to our next meeting to contribute to the discussion on barriers and challenges to platform. Susan Kerr, CIO will also explore the technical capacity of the software.
3. **Classroom Technology** The committee discussed technology and equipment need in the classroom. It was reported by our CIO the cost involved in equipping each classroom with state-of-the-art technology. It was noted that the technology is not always utilize in the spaces that they are provided. The recommendation was made that a technology needs survey through academic affairs be sent to Dean for Departments. This route was preferred opposed to faculty level survey to ensure responses at the departmental level. It was felt that the results of this survey will be a cost saving venture for the university.
4. **ECUS-SCC Discussion**
 - a. **Classroom Technology**
 - i. Comment (Provost): The original software was created by a staff member who left GC and then the college shifted to purchased software. Lisa Castillo implements an extraordinary customer service approach. The workload intensifies and reservations cannot be processed quickly. The college is identifying resources to help the process.
 - ii. Comment: The cost of some maximized smart classrooms exceeds \$10,000; however, some faculty just need \$1,500 worth of equipment. We need to prioritize needs. There is a misalignment of needs: some faculty are put in rooms where tech is lacking and some faculty are placed in rooms with more technology than they need.
 - iii. **Follow up** Damian Francis will contact Kay Anderson, who heads the room assignment committee.

Student Affairs Policy Committee (SAPC) — Chair Gail Godwin

1. **SGA** SGA President James Robertson is working with SGA on getting out information about all SGA can offer students. Additionally, there are concerns among students about safety at night in parking lots and GC transportation.
2. **Mental Health Assessments**
 1. The committee discussed concerns regarding the positive suicide screening from the spring 2021 GC assessment. Dean of Students, Dr. Tom Miles, discussed all the initiatives that GC has in place.
 2. Committee member Diana Young discussed the RSO – Active Minds. She asked the question if students are interested in reactivating this organization.
 3. Committee member Flor Bondal discussed the Yellow Bulb Project being hosted by SON, NAMI, and GC Facilities Management.
 4. Women’s Center Program Coordinator, Melissa Gerrior, will visit the next SAPC meeting.

VI. Unfinished Business

1. **None**

VII. New Business

1. **Election Oversight**
 - a. **ECUS-SCC Action**
 - b. A **Motion** to approve apportionment of elected faculty senators based on the Corps of Instruction list with administrators included in departments was made and second. **The motion was approved.**
 - c. A **Motion** to approve the election oversight materials (Corps of Instruction List, Apportionment, Letters to Deans and Library Director, and Supporting Documents) was made and second. **The motion was approved.**
2. **Steering of Items to Committees**
 - a. Increasing SRIS Completion Rates was steered to FAPC.
 - b. Faculty Qualifications was steered to FAPC.
3. **University Senate Agenda and Minutes Review**
 - a. **Tentative Agenda 6 Oct 2021**
 - i. **Motions**
 1. FAPC: BOR Tenure Resolution
 - b. **Tentative Agenda 15 Oct 2021**
 - i. Motions
 1. FAPC: COVID Resolution
 2. FAPC: Faculty Qualifications
 - 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 3 Sep 2021 meeting of the 2021-2022 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 – Wednesday, October 6, 12:00 p.m., Webex
 - b. University Senate Meeting – Friday, October 15, 3:30 p.m., Webex
 - c. ECUS Meeting – Friday, November 5, 2:00 p.m., Webex
 - d. ECUS+SCC Meeting – Friday, November 5, 3:30 p.m., Webex
 - e. University Senate Meeting – Friday, November 18, 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. **Catherine Fowler 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 5:01 p.m.**

XI. Supporting Documents

1. There is one supporting document.
 - a. *SupportingDocument-SCoNAppendixC20212022ElectedFacultySenators.docx*

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: CATHERINE FOWLER (CHAIR), JENNIFER FLORY (VICE-CHAIR), ALEX BLAZER (SECRETARY)

ACADEMIC YEAR: 2021-2022

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	9/3	10/1	11/5	1/7	2/11	3/4	4/8	P	R	A	
Alex Blazer <i>EFS, CoAS, ECUS Secretary</i>	P	P						2	0	0	
Hauke Busch <i>EFS, CoAS, ECUS Chair Emeritus</i>	P	P						2	0	0	
Cathy Cox <i>University President</i>	NA	R						0	1	0	
Jennifery Flory <i>EFS, CoAS ECUS Vice-Chair</i>	P	P						2	0	0	
Catherine Fowler <i>EFS, CoHS ECUS Chair</i>	P	P						2	0	0	
Karl Manrodt <i>EFS, CoB ECUS Member</i>	P	P						2	0	0	
Lyndall Muschell <i>EFS, CoE ECUS Member</i>	P	P						2	0	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P	P						2	0	0	
Costas Spirou <i>Provost</i>	P	P						2	0	0	
Nicholas Creel <i>APC Chair</i>	P	P						2	0	0	
Linda Bradley <i>DEIPC Chair</i>	P	P						2	0	0	
Sabrina Hom <i>FAPC Chair</i>	P	P						2	0	0	
Damian Francis <i>RPIPC Chair</i>	P	P						2	0	0	

Gail Godwin <i>SAPC Chair</i>	P	P						2	0	0
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