

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

**MEETING DATE & TIME:** FRIDAY, SEPTEMBER 2, 2022, 3:30-4:45 P.M.

**MEETING LOCATION:** PARKS HALL 301

**ATTENDANCE:**

<b>MEMBERS</b>		<b>“P” denotes Present, “A” denotes Absent, “R” denotes Regrets</b>
<b>P</b>	Alex Blazer (CoAS, ECUS Secretary)	
<b>R</b>	Cathy Cox (University President)	
<b>P</b>	Nicolas Creel (CoBT, ECUS Member)	
<b>P</b>	Jennifer Flory (CoAS, ECUS Chair)	
<b>P</b>	Catherine Fowler (CoHS, ECUS Chair Emeritus)	
<b>P</b>	Lamonica Sanford (Library, ECUS Member)	
<b>P</b>	Costas Spirou (Provost)	
<b>P</b>	Rob Sumowski (CoE, ECUS Vice-Chair)	
<b>P</b>	Sarah Myers (APC Chair)	
<b>P</b>	Linda Bradley (DEIPC Chair)	
<b>P</b>	Sabrina Hom (FAPC Chair)	
<b>P</b>	Damian Francis (RPIPC Chair)	
<b>P</b>	Greg Glotzbecker (SAPC Chair)	
<b>GUESTS</b>		
Shea Council (Administrative Assistant of the 2022-2023 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 3:29 pm by Jennifer Flory (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:** As this was the first meeting of the year, there were no minutes to approve.

**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**

**Provost’s Report — Provost Costas Spirou**

1. **Offices and Programs**
  - a. **The Office of the Provost** is working closely with Office of Inclusive Excellence on a number of projects (Underrepresented Faculty Support Network, Provost Lecture Series on Diversity, Inclusive Leadership Institute).
2. **Initiatives and Projects**
  - a. **The GC American Democracy Project** The GC American Democracy Project (affiliate of an AASCU initiative) is active on campus to engage students, faculty, and staff, and area citizens in civil discourse around topics of public interest and active participation in democracy.
3. **University Committees and Task Forces**
  - a. **Academic Innovation Task Force** The university completed the Academic Innovation Task Force and the document was submitted to the Executive Cabinet. It includes “14 big ideas” that range from rethinking the core, new markets, the role of innovation, alternative delivery modes, the calendar, degree completion programming, expanding access to current offerings, etc...
  - b. **Graduate Education Task Force** The university completed the Graduate Education Task Force Report and the document was submitted to the Executive Cabinet. The document provides a (1) historical overview of graduate education at Georgia, (2) identifies new program opportunities, and (3) presents funding needs for faculty and administrative support. The USG VP for Innovation engaged with the group to consider workforce needs and high growth sectors.
  - c. **University Strategic Planning Committee** The University Strategic Planning committee is meeting regularly and plans to visit aspirant institutions to gain insights about their activities in key areas.
  - d. **University Retention Committee** The University Retention Committee is currently implementing the 2021-2022 recommendations and we are projecting a retention of 81%. Last year (class of 2020 was 78%). Previously 82% and 85% respectively.
    - i. **Business Undecided** IR research shows that business undecided historically appears to be 4-5 percentage points lower than the total university for the one-year retention rate. The two-year rate of students who started as business undecided and remaining at GC is lower than the total institution by 5 or more percentage points. The three-year retention rate of those starting as business undecided is 14, 15, and 7 percentage points lower for the years of 2016, 2017, 2018. The COBT has developed a strategy to support existing students.
4. **Conferences and Meetings**
  - a. **Georgia Academy of Sciences** Georgia College will be hosting the 2023 GA Academy of Sciences meeting in the Spring. This will be the 100<sup>th</sup> anniversary.
5. **Curriculum**
  - a. **Core Curriculum** Rethinking the Core in light of the USG General Education redesign.
  - b. **Double Bobcat Initiative** The university is moving forward with the Double Bobcat (up to 12 SH) initiative.

- c. **Program Terminations** The Office of the Provost submitted to the USG 6 programs for termination. These programs were deactivated at least 3 years ago and had no students pursuing those degrees.
6. **Faculty**
- a. **Application Deadlines**
    - i. **Community-Based Engaged Learning Grant** Application deadline is October 17, 2022.
    - ii. **Faculty Research Grants – Round I** Application deadline is September 16, 2022.
    - iii. **Inclusive Excellence Research Grant** Application deadline is September 16, 2022.
    - iv. **Professional Leave** Application deadline is October 15, 2022.
    - v. **Visiting Scholars Program** Application deadline is October 14, 2022.
    - vi. **Women’s Leadership Faculty Fellows Program** Application deadline is September 30, 2022.
7. **Calendar**
- a. **The Academic Affairs Budget Hearing** is set for September 30, 2022 (FY24). The University budget hearing is scheduled for October 27, 2022.
  - b. **Constitution Week 2022** is scheduled for September 17-23, 2022
  - c. **University Research Day** Academic Affairs has identified Wednesday, March 29, 2023 as a University Research Day. More information will be forthcoming.
8. **ECUS-SCC Discussion**
- a. **Core Curriculum**
    - i. Comment (Provost): It is important for GC lead in the redesign. There are different ways to package the core: clustered or theme courses on globalization, homelessness, or sustainability. Students would not be required to take the clusters or themes. Packaging courses would not hinder transferability, which is important within the USG.
    - ii. Question: Is this a certificate? Answer: No.
  - b. **Academic Programs within the USG**
    - i. Question: What are your thoughts on the USG’s role in managing institutions competing for students with similar programs? Answer (Provost): The system reviews new programs in terms of geographic offerings and competing programs. Historically, there was an investigative review, but recently the program approval process has opened up.
  - c. **BOR Policy 8.3**
    - i. Question: FAPC would like to know if there is a standard process for colleges and departments to revise their annual faculty evaluation documents, specifically, is there going to be a faculty vote? Answer (Provost): GC complete the revision at the university-level. The process is now in the hands of colleges and departments. The one piece that has to be consistent across the system is the new form. The revision process is up to the deans and the chairs. The revision is due October 1.

**Academic Policy Committee (APC) — Chair Sarah Myers**

1. **Double Bobcats Pathway** APC approved a motion for discussion at the next University Senate meeting,
2. **Admissions Test Requirements Resolution** APC is considering drafting a resolution to the USG that would request waiving test requirements for Georgia College admissions for 2023. Although no strong feelings at the time one way or another, the committee felt like it should be at the level of president/higher administration to make argument/statement, given concerns of losing our institution’s selective status and state funds. The committee would like to see a comprehensive admission plan that is selective in lieu of test scores. The committee request someone from Admissions to attend its next meeting and provide more information before the committee vote is held..

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

1. **Office of Inclusive Excellence Partnership** DEIPC launched the year in partnership with Jennifer Graham and the Office of Inclusive Excellence (OIE). Areas of focus from the meeting include:
  - a. **Clery Policy** Collaboration and support with Shanoya Cordew, GC’s Title IX officer as she prepares and facilitates implementation of a new Clery Policy for the institution. This policy will address the processes at GC that guide the required annual Clery report. Shanoya will be attending DEIPC next month to provide additional detail as this moves forward and insights for how the committee can promote awareness as the policy is implemented.
  - b. **Common Syllabus Statement** We seek to address the potential of a common syllabus statement at GC addressing Diversity, Inclusion, and Respect for all courses. We examined a sample from Dr. Joanna Schwartz and developed a plan for gathering examples and working collaboratively on sample statements for our October meeting. In addition, we discussed the fact that the common syllabus statement may be more general, a “minimum” across all courses, and additional development and faculty learning communities may work on more comprehensive and discipline specific additions.
  - c. **Bias Response Team** We discussed a Bias Response Team on campus. This might be a group that coordinates with public safety, faculty, students, staff, and communications to provide a coordinated response and resources for the campus community to counter bias and educate stakeholders. DEIPC will be continuing to gather information on how these teams operate on other campuses, but our focus on this area will come **after** other committee priorities have been addressed.
2. **ECUS Discussion**
  - a. **XXX**
    - i. Question:
    - ii. Answer:
    - iii. Comment:

**Executive Committee of University Senate (ECUS) — Chair Jennifer Flory**

1. **Presiding Officer Activities**

- a. **System-wide or Tier/Sector Meeting Attendance**
  - i. USG Faculty Council Spring Meeting in Atlanta at the USG office on April 29-30
  - ii. USG Academic Affairs Strategic Planning Meeting for State Universities in Macon at Middle Georgia State University on May 18
- b. **University Search Process Attendance**
  - i. Four AVP/CDO Candidate On-campus Interviews with Diversity Stakeholders
  - ii. Two Presentations and Open Forums for Associate Dean Candidates for the College of Education
- c. **Committee/Task Force/Council Work**
  - i. Inauguration Committee member
  - ii. Academic Innovation Taskforce co-chair
  - iii. Academic Affairs Leadership Council: attended retreat and gave highlights from 2021-22 and items on the horizon in 2022-23 for University Senate and standing committees
- d. **Meetings with Provost** I met with **Provost Spirou** by phone and in person several times throughout the summer. The main topic for these meetings was impending system budget cuts and enrollment shortfalls. We also discussed planning for the Academic Innovation Taskforce meetings.
- e. **University Senate Governance Retreat** I worked with Ashley Banks, Alex Blazer, Cat Fowler, and Rob Sumowski, to plan the **2022 University Senate Governance Retreat** which took place on Monday, August 8, at First United Methodist Church. Additional assistance with food was provided by Shea Council and Dana Gorzelany-Mostak. Around sixty people attended the event and fourteen filled out the evaluation. I would welcome any additional feedback which might help us plan for next year.
- f. **Investiture Ceremony** I represented University Senate and gave a welcome from the faculty at the **Investiture Ceremony** for President Cathy Cox on Friday, August 19.
- g. **Senator Orientation** I sent all new senators a packet of **orientation materials** on August 25 and asked them to contact with any questions.
- h. **Standing Committee Officer Training** I sent a **Standing Committee Officer Training** packet and a PDF of all 2021-2022 standing committee annual reports to all standing committee officers on August 25 and offered to do in-person or virtual training with anyone who was interested.
  - i. **Presiding Officer-Elect Training** started in July and is ongoing.
- 2. **University Senate Budget and Foundation Updates**
  - a. 1048105 University Senate (state account) has \$4,767.00.
  - b. F15320 University Senate (foundation) has \$1,000 but will have only \$263.79 after I get reimbursed for retreat spending.
- 3. **University Senate Recognitions** Pins will be distributed to the following individuals at the University Senate meeting on September 16: Ashley Banks, Kaitley Congdon,

Matthew Davis, Connor Hilly, Stephanie Jett, Lorraine Milam, Sarah Myers, Stephen Rutner, and Jessamyn Swan.

4. **2023-2024 Governance Calendar** A draft has been completed. We need to check with Kay Anderson regarding the 2023-2024 Academic Calendar.
5. **2022-2023 University Senate Meeting Operating Procedures** Meetings will be in-person.
6. **2022-2023 ECUS Operating Procedures** ECUS approved its operating procedures.

#### **Faculty Affairs Policy Committee (FAPC) — Chair Sabrina Hom**

1. **Post-Tenure Review Extension** The committee discussed PTR-clock extensions and proposed the policy language below. The chair will consult with ECUS on how to word the motion.
2. **Research Extensions** There was discussion of a broader policy to allow extensions for other setbacks to research. The committee will discuss this as a separate item.
3. **Annual Faculty Evaluations** The committee discussed annual evaluations, and particularly, whether they are performed transparently, with a clear rubric and evaluation objects. Some are unclear on the process for the current revisions to these policies in their departments. Questions include:
  - a. Can the Provost clarify how faculty feedback and approval are being handled for the policy revisions?
  - b. Could someone from the Provost's office come to the committee to explain the revision process?
  - c. Underline the committee's concern with having transparency in all departmental policies
4. **Student Opinion Surveys and Department Plans for Additional Technique of Teaching Effectiveness** The committee discussed SRIS and alternative forms of teaching evaluation. The committee will continue discussion. Questions include:
  - a. Could the faculty handbook be more prescriptive regarding the weighting of SRIS or other best practices for evaluation?
  - b. How to ensure that chairs are evaluating on multiple factors (in addition to SRIS) as per the policy?

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

1. **Amendment of Operating Procedures** The committee discussed, modified, and approved the Operating Procedures for 2022- 2023
2. **Parking** The committee discussed issues related to parking, with attention given to recent changes in parking spaces to perimeter parking. The committee is currently reviewing documentation to draft a motion for action by the University Senate.
3. **Administrator Privileges on PCs/Macs** The committee discussed the roll out of Admin by Request software, which has challenges. Chief Information Officer Susan Kerr provided contextual information on the rationale for the changes. The committee made a recommendation for a survey of user groups experiencing the most challenges that may be offset by changes in the software programming.

## Student Affairs Policy Committee (SAPC) — Chair Greg Glotzbecker

1. **Students Preferred Names on Bobcat Cards** Amy Pinney noted this committee promoted preferred names for Bobcat cards. Freshman students have this info, but transfer students have not been getting it, as this info is given during orientation with the transfer orientation being abbreviated. Kay Anderson will be contacted to make sure the transfer students get the info.
2. **Operating Procedures** Gail Godwin brought up the need to approve operating procedures. As there is the SGA President plus two SGA students, we discussed changing the secretary from the SGA President to one of the other students. We will speak with the SGA President to see how much they can do and how much should be delegated. Kevin Blanche brought up past difficulty getting input and our desire to be a sounding board and advocate for students. It's not just showing up and taking our notes, we are here to be allies for students. Gail noted that items to be discussed are first sought from students and then from faculty and staff. Greg Glotzbecker will speak with the current SGA President, Kaitley Congdon. It is proposed to change the wording from secretary being SGA President to SGA President or designee. Motion Kell Carpenter. Second Amy. Motion passed.
3. **Inclusion** Ruth Eilers noted students reporting they had no idea of what was going on with campus efforts to improve inclusion of minority groups. Committee agreed that updates need to be more visible on FrontPage, etc.
4. **Public Safety** Amy Pinney brought up the progress in public safety. Kevin Blanche noted panic buttons which had been installed in dorm rooms as a direct line to public safety have been removed.
5. **Dorm Rooms** Greg Glotzbecker noted students relating problems with mold in the dorm rooms. Kevin Blanche noted that reports are taken seriously and investigated. He suggested asking Larry Christenson to speak to these issues. Ruth Eilers mentioned it might be helpful to have Shay Grobner speak to us regarding air and water quality.
6. **Drug Testing and First Aid Training** Greg Glotzbecker noted request from a faculty member to discuss recently decriminalized fentanyl detection kit to test recreational student drugs. Ruth Eilers noted that first aid training includes training in Narcan. Kevin Blanche noted that such an effort would be a legal nightmare for the college. Others noted that this is a USG issue and not a Georgia College issue.
7. **ECUS-SCC Discussion**
  - a. **Operating Procedures**
    - i. Question: Given the recent difficulty of determining student representation, should we revisit the idea of having students on standing committees?
    - ii. Comment: Let's work with SGA about the need and value of student representation on University Senate.

## Subcommittee on Nominations (SCoN) — Chair Rob Sumowski

1. **Revised Slate of Nominees** Changes to the 2022-23 University Senates slate of nominees since April are listed below.

- a. **DEIPC** SGA Appointee, TBD
  - b. **FAPC** Stephen Rutner, CoBT
  - c. **RPIPC**
    - i. Matthew Davis, Selected Staff Senator
    - ii. TBD, SGA Appointee
  - d. **SAPC**
    - i. Kaitley Congdon, Selected Student Senator
    - ii. Connor Hilly, Selected Student Senator
    - iii. Greg Glotzbecker, Elected Faculty Senator, CoAS
2. **University Senate Representatives on University Committees** In order to maintain continuity on USGFC, it is proposed to change the two USGFC representatives from the POE as voting member serving a one-year term and a non-voting EFF serving a two-year term to the POE as voting member and the PO as the non-voting member.
  3. **2022-2023 Election Oversight** The Corps of Instruction list was requested from Neil Jones via email 8/29/22. Once a reply has been received, Rob Sumowski will update the spread sheet and then email to ECUS-SCC for review.
  4. **ECUS-SCC Action** A *Motion* to approve the revised slate of nominees and university senate representatives on university committees was made and seconded. **The motion was approved.** A *Motion* to extend the meeting 15 minutes was made and seconded. **The motion was approved.**

## VI. Unfinished Business

1. **None**

## VII. New Business

1. **Concern from Making Excellence Inclusive Day** During the Making Excellence Inclusive Day, Jennifer Flory attended a session during which a former advisor, now graduate recruiter, told us that her former advisees were told by their student organization leadership to not take classes from any professors whose name(s) they could not pronounce. I would like to see a standing committee take up this issue. Would DEIPC or SAPC be best or should both investigate and educate?
  - a. **ECUS-SCC Discussion**
    - i. Comment: Talk with Kristy Johnson, Director of Student Activities and Organizations.
    - ii. Comment: It depends on if this was an isolated incident or if there were multiple incidents.
    - iii. **Follow Up: SAPC will discuss the issue with Tom Miles, Dean of Students, and/or Kristy Johnson.**
2. **Steering of Items to Committees**
  - a. Concern from Making Excellence Inclusive Day was steered to SAPC.
3. **University Senate Agenda and Minutes Review**
  - a. **Tentative Agenda September 16, 2022**



- i. Motions
  - 1. APC: Double Bobcats Pathway
  - 2. SCoN: Revised Slate of Nominees
- 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 22 Apr 2022 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.****
- c. **University Senate Minutes Review A Motion that the DRAFT minutes of the 22 Apr 2022 organizational meeting of the 2022-2023 University Senate be circulated for university senator review was made and seconded. **The motion to circulate the minutes was approved.****

### VIII. Open Discussion

- 1. There was no open discussion.

### IX. Next Meeting

- 1. **Calendar**
  - a. University Senate Meeting – Friday, September 16, 3:30 p.m., Arts & Sciences 272
  - b. ECUS Meeting – Friday, October 7, 2:00 p.m., Parks Hall 301
  - c. ECUS+SCC Meeting – Friday, October 7, 3:30 p.m., Parks Hall 301
  - d. University Senate Meeting – Friday, October 21, 3:30 p.m., Arts & Sciences 272
- 2. **Tentative Agenda** Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. **Jennifer Flory 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 4:54 p.m.**

### XI. Supporting Documents

- 1. There were 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:** JENNIFER FLORY (CHAIR), ROB SUMOWSKI (VICE-CHAIR), ALEX BLAZER (SECRETARY)

**ACADEMIC YEAR:** 2022-2023

**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	9/2	10/7	11/4	1/6	2/10	3/3	4/14	P	R	A	
Alex Blazer <i>EFS, CoAS ECUS Secretary</i>	P							1	0	0	
Cathy Cox <i>University President</i>	R							0	1	0	
Nicholas Creel <i>EFS, CoBT ECUS Member</i>	P							1	0	0	
Jennifer Flory <i>EFS, CoAS ECUS Chair</i>	P							1	0	0	
Catherine Fowler <i>EFS, CoHS, ECUS Chair Emeritus</i>	P							1	0	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P							1	0	0	
Costas Spirou <i>Provost</i>	P							1	0	0	
Rob Sumowski <i>EFS, CoE ECUS Vice-Chair</i>	P							1	0	0	
Sarah Myers <i>APC Chair</i>	P							1	0	0	
Linda Bradley <i>DEIPC Chair</i>	P							1	0	0	
Sabrina Hom <i>FAPC Chair</i>	P							1	0	0	
Damian Francis <i>RPIPC Chair</i>	P							1	0	0	
Greg Glotbecker <i>SAPC Chair</i>	P							1	0	0	