

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

MEETING DATE & TIME: FRIDAY, SEPTEMBER 6, 2024, 3:30-4:45 P.M.

MEETING LOCATION: ARTS & SCIENCES 251

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
P	Alex Blazer (CoAS, ECUS Secretary)	
R	Cathy Cox (University President)	
P	Nicolas Creel (CoBT, ECUS Member)	
P	Stephanie Jett (CoAS, ECUS Vice-Chair)	
P	Joyce Norris-Taylor (CoHS, ECUS Member)	
P	Holley Roberts (Provost)	
P	Lamonica Sanford (Library, ECUS Member)	
P	Rob Sumowski (CoE, ECUS Chair Emerita)	
P	Andrew Allen (APC Chair)	
R	Corey Claxton (DEIPC Chair)	
P	Jennifer Flory (FAPC Chair)	
P	Brad Fowler (RPIPC Chair)	
P	Amy Pinney (SAPC Chair)	

Legend

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 Nicholas Creel (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 5 Apr 2024 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 Holley Roberts

1. **Provost Office Staff/Administration Update**
 - a. Dr. Kevin Bucholtz, Associate Provost for Student Engagement and Academic Excellence

- b. Dr. Mandy Jarriel, Interim Associate Provost for Academic Affairs and Director of The Graduate School
 - c. Dr. Lyndall Muschell, Rehire/Retire – Coordinator, Curriculum and Faculty Affairs
- 2. **Enrollment** First-Time Freshman Enrollment is 1800 for Fall 2024 and total enrollment is 7100+
- 3. **Flannery O’Connor Institute for the Humanities** Year-long celebration of Flannery O’Connor’s 100th birthday, which is March 2025. Upcoming activities include:
 - a. Flannery O’Connor’s Second Century: Looking Back, Looking Forward Conference, September 12-15 , 2024 in Milledgeville, Georgia
 - b. Student showing of WILDCAT on Thursday, October 10th in Russell Auditorium.
 - c. Information can be found here on additional events: [Flannery O’Connor Institute for the Humanities](#)
- 4. **Post-Tenure Review** Human Resources provided post-tenure results information to the USG based on a request. USG Academic Affairs will be presenting information to the BOR at the November Board meeting regarding the implementation of the post-tenure policy changes across the USG.

Academic Policy Committee (APC) — Chair Andrew Allen

- 1. **AI Usage Guidance Proposal** The Academic Policy Committee invited Dr. Jeannie Pridmore, chair of the Artificial Intelligence Taskforce, to our meeting to discuss the taskforce’s proposed guidance to faculty on student use of artificial intelligence. While the committee ultimately decided to table the guidance, the discussion yielded a fruitful conversation in which the Academic Policy Committee suggested that the AI Taskforce begin a listening campaign at individual college and department meetings as they begin to assemble an AI-usage handbook that, the committee hopes, will more wholistically address faculty concerns and student rights.
- 2. **ECUS-SCC Discussion**
 - a. **AI Usage Guidance Proposal**
 - i. Comment: Faculty want guidance not policy.

Diversity, Equity, and Inclusion Policy Committee (DEIPC) — Chair Corey Claxton

- 1. **Regrets, No Report** As Corey Claxton had extended *Regrets* and was unable to attend this meeting, there was no DEIPC Report.

Executive Committee of University Senate (ECUS) — Chair Nicholas Creel

- 1. **AI Policy** I forwarded the AI Task Force document to APC for their review upon Provost Spirou’s request.
- 2. **Parking Concerns** Many students, faculty, and staff have been complaining about parking, as usual. One reason parking is bad in the first weeks is the policy to give only warnings in the first week or two. Last year, this would have resulted in ~\$65,000 in fines. We would like to suggest to the parking officials to change the policy to make the first infraction a half-priced fine or the like to make students parking in faculty parking

less likely. We can also spend more money on better signage to make certain they know they are not allowed to park there.

3. **Retention** I am asking members of Senate to study our university's turnover issues, relating to faculty, staff, and administration. We may not be able to fix any issues causing this, but I'd like to better understand it.
4. **Faculty Compensation** I have approached the Provost about pay for faculty overloads, coordinator pay, and part-time lecture pay. She has individuated she has been working on this issue and might have something to share soon.
5. **Disability Accommodations** Some faculty have expressed concern over student accommodations. We think it would be good to have the folks who run this come to college meetings to explain to faculty more about this process.
6. **Title IX Syllabus Statement** We think that, with a formal Title IX office now in place, we might be wise to adopt a Title IX syllabus statement.
7. **ECUS-SCC Discussion**
 - a. **Parking Concerns**
 - i. Question:
 - ii. Answer:
 - iii. Comment: Students report that the shuttle schedules are irregular.
 - iv. Comment: Parking & Transportation has data tracking and confirming schedule consistency.
 - v. Comment: During the first two weeks of class, the buses are overcrowded.
 - vi. Comment: The university is creating a new master plan, which includes parking.
 - vii. Comment: We need to change culture, for instance, by telling students not to bring cars, issuing prohibitive fines, and arriving at the point in which seniors tell freshman not to bring their cars.
 - viii. Comment: We should publish the ratio of parking passes to parking spaces so students can make an informed decision about the use value of a purchase.
 - b. **Retention**
 - i. **ECUS-SCC Action: ECUS-SCC steers the campus climate retention and recruitment topic to RPIPC.**
 - c. **Faculty Compensation**
 - i. Comment: The Academic Leadership Team is looking at the incoming class and high school juniors in order to predict course needs so the university does not need to hire faculty all summer.
 - d. **Title IX Syllabus Statement**
 - i. Comment: The statement can be vetted by Georgia College faculty who are lawyers as well as USG lawyers.
 - ii. **ECUS-SCC Action: ECUS-SCC steers the Title IX Syllabus Statement to APC.**
 - e. **Student Absence Notifications**
 - i. Comment: Be aware that the Office of Student Life is sending instructors student absence emails that come from an external email that looks like spam.

Faculty Affairs Policy Committee (FAPC) — Chair Jennifer Flory

1. **General Information** Our September agenda, minutes from the April meeting, and our 2024-2025 Operating Procedures were all approved.
2. **Faculty Emeritus Policy**
 - a. Policy as updated in the Policies, Procedures and Practices Manual, February 19, 2024, to reflect the most recent approved FAPC motion from 2020-2021: Required submission of the “Recommendation for Award of Emeritus/Emerita Status” form 30 days before retirement to 30 days into the following semester.
 - b. 2023-2024 FAPC Review: Recommended removing the “Implementation of the Emeritus/Emerita Policy” section and the 30-day timeframe.
 - c. September 6 FAPC Meeting: We passed a motion to remove the section and timeframe.
 - d. Subsequent ECUS-SCC meeting, Provost’s Concern: Having no timeframe could lead to applications being submitted long after retirement, making it difficult to remember the applicant’s service.
 - e. ECUS-SCC Discussion: Agreed on a one-year timeframe.
 - f. Revised Motion: Flory revised the motion to reflect the one-year timeframe and sent it to FAPC for a vote. No quorum for the electronic vote; FAPC will address this at the next meeting.
3. **SRIS and Annual Evaluation Policies**
 - a. “GCSU values learner-centered teaching, and it believes that effective assessment of teaching is entwined with assessment of learning. Therefore, the institution maintains that effective assessment must go beyond opinions collected from the SRIS. Seeking continuous improvement, every instructor at GCSU assesses teaching and learning in their classes with at least one instrument or measure. These assessments are in addition to the administration of the Student Opinion Survey.”
 - b. Discussion: Since the policy specifies that instructors should use at least one additional instrument or measure to evaluate teaching effectiveness, FAPC would like to add a link in both policies to a list of viable, effective methods for evaluating teaching effectiveness that will reside on the CTL website.
 - c. Actions Taken: Suzanna Roman-Oliver has been in touch with Cynthia Alby and Jim Berger and is working on making the list and finding a place for it online.
4. **Faculty Compensation Policies** FAPC plans to gather data and put together a study of faculty compensation to review for equity and consistency across departments and colleges.
 - a. Focus Areas:
 - i. Part-Time Faculty Salaries
 - ii. Program Coordinator Compensation
 - iii. Overload Policies and Compensation
 - b. Details to Include:
 - i. Definition of a program
 - ii. Definition of a coordinator
 - iii. Coordinator duties
 - iv. Amount of administrative support

- v. Historical data for positions that have lost funding
 - vi. Impact of overloads on tenure and promotion decisions
5. **Professional Leave Policy** FAPC plans to
 - a. Review the policy and recent practice.
 - b. Consult Academic Affairs to find out how many leaves they can fund each year and if there are any allocation guidelines for colleges.
 - c. Encourage departments to develop their own prioritization policies to ensure fair and transparent decision-making.
 6. **ECUS SCC Discussion**
 - a. **Faculty Emeritus Policy**
 - i. Comment: Any time period is arbitrary
 - ii. Comment: Since the concern is that we have people on campus who knew the applicants, perhaps 6 months or 1 year is a reasonable deadline.
 - iii. Question: Does the application require evidence, as in tenure review?
 - iv. Answer: Yes, the evidence is similar but not as comprehensive.
 - v. Follow Up: Jennifer Flory will request FAPC to consider changing the application deadline from 30 days to 1 year.
 - b. **Faculty Compensation Policies**
 - i. Comment: CoAS has tried to start coordinator evaluations.
 - ii. Comment: There is a significant difference between coordinating a program that has 10 students and one that has 80; similarly there is a significant difference between coordinating a program that requires accreditation and one that does not.
 - c. **Professional Leave Policy**
 - i. Comment: Some faculty cannot take professional leave due to teaching obligations.
 - d. **Policies, Procedures, and Practices Manual**
 - i. Comment: The process for how the PPPM is updated needs to be reviewed, and a notation of who updated the manual when needs to be included.
 - ii. Comment: The PPPM needs to be organized via a long list similar to the USG Policy Manual.
 - iii. Comment: Best practice is also to create a pdf version on an annual basis.

Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Brad Fowler

1. **Solar Power** Lori Hamilton was an invited guest speaker at our meeting. She gave an overview of history of campus solar initiatives. She updated the committee on the condition of the solar panel on West Campus and the panels on the roof of Herty Hall. Lori informed the committee of potential future initiatives that the university could look into, such as solar parking canopies for GCSU parking lots. The committee is going to invited either Frank Baugh, Rene Parker, or both to the next meeting to gather more information on possible solar initiatives for the campus.
2. **Accessibility Parking** The committee discussed the state of accessibility parking on main campus. Brad Fowler relayed discussions that RPIPC had in 2022 about ADA parking. The 2022 committee had Frank Baugh and Shea Groebner speak about ADA

parking on campus. The committee is going to wait until the parking master plan is completed before continuing further work with this item.

3. **Campus Master Plan** The committee is going to reach out to Frank Baugh to request a briefing on the results of the campus master plan.
4. **Printer Hardware Management** Charles Crucey brought the subject of campus printers to the committee. We discussed the overall costs of printer supplies when all department order supplies at retail prices. Charles and Brian Watson discussed the potential for GCSU to manage a campus copier lease that would provide printing services to all buildings and departments on a campus level. This may allow the university to negotiate better prices for maintenance and supplies.
5. **ECUS-SCC Discussion**
 - a. **Campus Safety**
 - i. Comment: Can we have campus police do a safety survey?
 - b. **ECUS-SCC Action A Motion** to extend the meeting by 10 minutes was made and seconded. **The motion was approved.**

Student Affairs Policy Committee (SAPC) — Chair Amy Pinney

1. **General Information** SAPC discussed and passed operating procedures, reviewed the 2023-2024 annual report, and assessed current goals of the committee.
2. **Listening Tour** We discussed a listening tour.
 - a. The workload for SAPC has been thin the last few years. The committee will address this fact by going on a listening tour – meeting directly with students to find out, face to face, what their concerns are.
 - b. First, the October 4th SAPC meeting will take place at the SGA meeting, in The Dogwood Room , 3rd floor of the Student Activities Center, where we will address shared goals and collaboration. The committee chair and SGA President will meet on 9/10 to make a plan.
 - c. Then, the November 1st SAPC meeting will be held at the HUB.
 - d. During the meeting, I asked folks for suggestions of other groups we should meet with – suggestions included The Wellness Center, Student workers, Greek life, and Housing.
The committee voted all in favor of the listening tour.

Subcommittee on Nominations (SCoN) — Chair Stephanie Jett

1. **Revised Slate of Nominees** Changes since 26 April 2024 include:
 - a. **APC**
 - i. *Hedy Fraunhofer* was elected to replace Lee Kirven as Elected Faculty Senator (2023-2026); *Hedy Fraunhofer* also serves on the Mandatory Fee Committee (2023-2025).
 - b. **DEIPC**
 - i. *India Jackson* was appointed Director of Admissions Designee.
 - ii. *Leah Kelly* was appointed Student Government Association Appointee.
 - c. **ECUS**
 - i. *Holley Roberts* was appointed Interim Provost.

- d. **FAPC**
 - i. *Sabrina Hom* was elected to replace Huaiyu Wang as Elected Faculty Senator (2022-2025).
- e. **RPIPC**
 - i. *Charles Cruvey* was appointed Chief Human Resources Officer Designee.
 - ii. *Brian Watson* was appointed Chief Information Officer to replace Susan Kerr.
 - iii. *Serena Semere* was appointed Student Government Association Appointee.
- f. **SAPC**
 - i. *Ashley Copeland* was appointed to replace Matt Davis as Presidential Appointee.
 - ii. *Axel Hawkins*, SGA President, was appointed Selected Student Senator.
 - iii. *TBA* was appointed Selected Student Senator.
 - iv. *Ezra Ryall* was appointed SGA Appointee.
- 2. **Election Oversight** The Corps of Instruction list has been requested; and the letters to the college deans and library director are being drafted.
- 3. **ECUS-SCC Action**
 - a. **Revised Slate of Nominees** A **Motion** to approve the revised slate of nominees was made and seconded. **The revised slate of nominees was approved.**

VI. Unfinished Business

- 1. There was no unfinished business.

VII. New Business

- 1. **Steering of Items to Committees**
 - a. Retention was steered to RPIPC.
 - b. Title IX Syllabus Statement was steered to APC.
- 2. **University Senate Agenda and Minutes Review**
 - a. **Tentative Agenda 20 Sep 2024**
 - i. Motions
 - 1. FAPC: Faculty Emeritus Policy
 - 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**
 - i. A **Motion** that the DRAFT minutes of the 20 Apr 2024 meeting of the 2023-2024 University Senate be circulated for university senator review was made and seconded. **The motion to circulate the minutes was approved.**
 - ii. A **Motion** that the DRAFT minutes of the 20 Apr 2024 organizational meeting of the 2024-2025 University Senate be circulated for university

senator review was made and seconded. **The motion to circulate the minutes was approved.**

VIII. Open Discussion

1. **University Senate Reports** In order to facilitate deliberation of our deliberative body, a suggestion was made to reverse the order of reports during meetings of University Senate. Concerns were raised about the decorum of placing the president at the end of the agenda as well as the president's and provost's ability to respond fully to questions with limited time.

IX. Next Meeting

1. **Calendar**
 - a. University Senate Meeting – Friday, September 20, 3:30 p.m., Arts & Sciences 272
 - b. ECUS Meeting – Friday, October 4, 2:00 p.m., Parks Hall 301
 - c. ECUS+SCC Meeting – Friday, October 4, 3:30 p.m., Parks Hall 301
 - d. University Senate Meeting – Friday, October 18, 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. **Nicholas Creel 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 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: NICHOLAS CREEL (CHAIR), STEPHANIE JETT (VICE-CHAIR), ALEX BLAZER (SECRETARY)

ACADEMIC YEAR: 2024-2025

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	9/6	10/4	11/1	1/10	2/14	3/7	4/4	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 Chair</i>	P							1	0	0	
Stephanie Jett <i>EFS, CoAS ECUS Vice-Chair</i>	P							1	0	0	
Joyce Norris-Taylor <i>EFS, CoHS ECUS Member</i>	P							1	0	0	
Holley Roberts <i>Provost</i>	P							1	0	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P							1	0	0	
Rob Sumowski <i>EFS, CoE ECUS Chair Emerita</i>	P							1	0	0	
Andrew Allen <i>APC Chair</i>	P							1	0	0	
Corey Claxton <i>DEIPC Chair</i>	R							0	1	0	
Jennifer Flory <i>FAPC Chair</i>	P							1	0	0	
Brad Fowler <i>RPIPC Chair</i>	P							1	0	0	
Amy Pinney <i>SAPC Chair</i>	P							1	0	0	