**Committee Name:** Executive Committee of University Senate (ECUS)

**Meeting Date & Time:** Friday, January 6, 2023, 2:00-3:15 p.m.

**Meeting Location:** Zoom

**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** | Jennifer Flory (CoAS, ECUS Chair) |
| **P** | Catherine Fowler (CoHS, ECUS Chair Emerita) |
| **P** | Lamonica Sanford (Library, ECUS Member) |
| **P** | Costas Spirou (Provost) |
| **P** | Rob Sumowski (CoE, ECUS Vice-Chair) |

**Legend**

Highlighted text denotes follow-up.

**Bold denotes action or recommendation.**

**I. Call to Order:** The meeting was called to order at 2:00 p.m. by Jennifer Flory (Chair).

**II. Approval of Agenda:** A **Motion** *to approve the agenda* was made and seconded. **The agenda was approved.**

**III. Approval of Minutes:** A draft of the 4 Nov 2022 minutes of the Executive Committee 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**

**Presiding Officer Report — Jennifer Flory**

1. **Presiding Officer Activities**
   1. **Academic Leadership Team**
      1. Meeting, 12/8/22
   2. **Provost Meeting**
      1. Meeting with Provost Spirou, 12/19/22
      2. Academic Innovation Task Force update – 1/17/23
      3. Thank you for assisting with and providing funding for the University Senate holiday gathering!
      4. Budget cuts update
      5. Policy discussions
         1. Plagiarism policy update re: ChatGPT
            1. Asking CTL to prepare workshops for dealing with ChatGPT.
            2. Supporting GC folks to prepare a workshop for CoPLAC institutions.
            3. Asking ECUS to ask APC to review current institutional policies on plagiarism/academic dishonesty and propose revisions to the policies which would address the use of artificial intelligence tools, such as ChatGPT, in academic work.
         2. Covid policies will stay as is for spring semester. After that, we will probably move to treat Covid as other infectious diseases.
         3. Post-Tenure Review Pause Policy to be revised by FAPC
         4. Amorous Relationships policy (RPIPC) – Carol Ward
         5. [Institutional Online Resource (IOR) Governance Policy](http://gcsu.smartcatalogiq.com/Policy-Manual/Policy-Manual/Campus-Affairs/Institutional-Online-Resource-Governance-Policy) (RPIPC) – Omar Odeh
   3. **Governance Calendar 2023-2024** I am awaiting word on the revised draft from Academic Affairs.
   4. **University Senate Budget and Foundation Updates**
      1. 1048105 University Senate (state account) has $4,767.00.
      2. F15320 University Senate (foundation) has $263.79.
2. **ECUS Discussion**
   1. **Policy Discussions**
      1. Comment: We must ensure that the BOR policy revision on amorous relations policy, as well as any other policy revision, is shared with the university community
      2. Comment: The Religious Observation Policy and dates should be sent to faculty, for instance, in the next issue of *Provost Notes*.

**Presiding Officer Elect Report — Rob Sumowski**

1. **Election Oversight** Each of the colleges’ and University Library’s election processes and constituency designations have been received and logged as per University Senate Bylaws. Information on the election procedures of CoAS, CoHS, and the University Library have been received since our last ECUS meeting and are outlined below:
   1. **College of Arts and Sciences**
      1. The elections for 2023-2024 Faculty Senators from the College of Arts and Sciences will be managed according to the college bylaws. All departments in the college will elect the necessary senators to replace those whose terms will end spring 2023 in accordance with their department policies. The dean’s office has asked the departments to conduct and finalize elections so that we can provide the results to the Executive Committee no later than February 1, 2023.
      2. Apportionment in the college for 2022 is based on the number of department faculty and positions being filled, indicated as follows. Each department is allocated one senator; and typically, an additional senator is allocated to larger departments in order of number of faculty until the total matches the senate apportionment for the academic year.

|  |  |  |
| --- | --- | --- |
| **2022-2023 CoAS Senate Representation** | **# Faculty** |  |
| Biological and Environmental | 27 | 2 |
| Government and Sociology | 24 | 2 |
| English | 20 | 2 |
| Chemistry, Physics, and Astronomy | 16 | 2 |
| Mathematics | 17 | 1 |
| History and Geography | 15 | 1 |
| Music | 14 | 1 |
| Communication | 13 | 1 |
| Psychology | 11 | 1 |
| World Languages and Cultures | 11 | 1 |
| Art | 11 | 1 |
| Philosophy, Religion, and Liberal | 9 | 1 |
| Theatre and Dance | 6 | 1 |
| **Total** | **194** | **17** |

* 1. **College of Health Sciences** 
     1. Senate Election process
        1. Call for nominations/guidelines
           1. Apportionment (COHS constituencies): All full-time COHS faculty (including those recently hired, limited term or permanent faculty ranks, non-tenure track, tenure track or tenured) are eligible to nominate and are eligible to vote on the final ballot.
           2. To be eligible to serve as a Senate Representative, faculty must be a member of the GC corps of instruction and have completed at least two (2) years of service at Georgia College at the beginning of the fall semester following their election as an elected faculty senator.
           3. Prior to nominating, approval must be received from the individual being nominated. Self-nominations are allowed. Each faculty member may nominate one person only (yourself counts as your one nomination).
           4. A call for nominations email with the above guidelines is sent to COHS constituencies. Nominations are sent to [julie.collis@gcsu.edu](mailto:julie.collis@gcsu.edu).
           5. Faculty will be given at least five business days to submit nominations. Periodic reminder emails will be sent. After nominations are received, the Dean’s Office confirms the nominee’s acceptance of the nomination. An online vote for the vacant Senate seat(s) is then held.
        2. Voting for Senators
           1. An email is sent to all full-time COHS faculty who are eligible to vote (including those recently hired, limited term or permanent faculty ranks, non-tenure track, tenure track or tenured) with voting instructions, vote deadline, and a link to the online ballot.
           2. The online ballot lists the nominees from step one. Faculty will be given five business days to vote. Periodic reminder emails will be sent.
           3. After the vote deadline, results will be sent to COHS Dean, Dr. Noviello. The Dean will notify the winners.
           4. The results will be forwarded from the Dean’s Office to the University Senate Executive Committee by Feb. 1.
  2. **University Library** The University Library has two senators. Neither seat will be up for re-election during the 2022-2023 school year. Election procedures: vacancies are filled by secret ballot distributed to all library faculty members annually by the 2nd Friday in December.

1. **USG Faculty Council** The USG Faculty Council met virtually in December for an update session on the progress of conversations with senior admin Dr. Ashwani Monga regarding faculty-requested changes to the latest USG tenure policy to allow a final level of faculty peer-led review prior to employee dismissal. Dr. Monga recorded our concerns and requests prior to his pending conversation with Chancellor Perdue. This is an ongoing dialogue, and I will brief Senate on any new developments.

**V. Unfinished Business**

1. **2023 Governance Retreat** Shannon Gardner from the Provost’s Office confirmed that there appear to be no conflicts with naming August 14, 2023 as the date for the 2023 University Senate Governance Retreat. Location: First United Methodist Church.

**VI. New Business**

1. **ChatGPT and GC Plagiarism Policies** The committee discussed teaching changes, such as revising assignments. After review GC plagiarism policies, the committee concluded that the policy does not need to be revised; however, artificial intelligence could be added to the policy language for clarity.

**VII. Open Discussion**

1. **Spring Commencement** Provost Spirou shared that Executive Cabinet decided to revise graduation ceremonies from a graduate ceremony and two undergraduate ceremonies to four college ceremonies. The change will allow each college to be featured, and students and faculty will feel more part of the experience. More details are available in the January Provost’s report to ECUS with SCC committee minutes.

**VIII. Next Meeting**

1. **Calendar**
   1. University Senate Meeting – Friday, January 20, 3:30 p.m., Arts & Sciences 272
   2. ECUS Meeting – Friday, February 10, 2:00 p.m., Parks Hall 301
   3. ECUS+SCC Meeting – Friday, February 10, 3:30 p.m. Parks Hall 301
   4. University Senate Meeting – Friday, February 24, 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.

**IX. 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 2:39 p.m.**

**X. Supporting Documents**

1. *Supporting\_Amorous\_Relationships\_Policy\_2022-12-31.pdf* Status update email mentioned in the ECUS report.
2. *Supporting\_GC\_Plagiarism\_Policies\_ChatGPT\_Info\_2023-01-06.docx* Information update mentioned in the ECUS report.
3. *Supporting\_Institutional\_Online\_Resource\_Governance\_Policy\_2023-01-06.pdf* Status update email mentioned in the ECUS report.

**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)

**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**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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  *EFS, CoAS ECUS Secretary* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Cathy Cox  *University President* | | | R | R | R | R |  |  |  | 0 | 4 | 0 |
| Nicholas Creel  *EFS, CoBT*  *ECUS Member* | | | P | P | R | P |  |  |  | 3 | 1 | 0 |
| Jennifer Flory  *EFS, CoAS*  *ECUS Chair* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Catherine Fowler  *EFS, CoHS, ECUS Chair Emerita* | | | P | R | P | P |  |  |  | 3 | 1 | 0 |
| Lamonica Sanford  *EFS, Library*  *ECUS Member* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Costas Spirou  *Provost* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Rob Sumowski  *EFS, CoE*  *ECUS Vice-Chair* | | | P | R | P | P |  |  |  | 3 | 1 | 0 |