

**2017-2018 University Senate
Minutes for the 15 Sep 2017 Meeting**

University Senate Officers: Presiding Officer Nicole DeClouette, Presiding Officer Elect Alex Blazer, Secretary Craig Turner

PRESENT (46) Susan Allen, Kay Anderson, Donna Bennett, Alex Blazer, Robert Blumenthal, Linda Bradley, Kelli Brown, Hauke Busch, Rodica Cazacu, Jolene Cole, Angela Criscoe, Nicole DeClouette, Steve Dorman, Hedwig Fraunhofer, Emily Gomez, Glynnis Haley, Sarah Handwerker, Will Hobbs, Jan Hoffmann, David Johnson, Wanda Johnson, Monica Ketchie, Min Kim, Juan Ling, Catrena Lisse, Altimease Lowe, Mary Magoulick, Courtney Manson, Stephanie McClure, Ben McMillan, Chavonda Mills, Mike Muller, Lyndall Muschell, Christine Mutiti, Amy Pinney, Joanne Previts, Carol Sapp, Joanna Schwartz, Evita Shinholster, John Swinton, Tom Toney, Craig Turner, Michael Watson, James Winchester, J.F. Yao, Diana Young.

ABSENT (2) Gabrielle Aladesuyi, Alesa Liles.

REGRETS (2) Stephanie Opperman, Ashley Taylor.

GUESTS (12)

First Name	Last Name	2017-2018 Committee	Description Role on University Senate or Postion at the University
Beauty	Bragg	None	<i>Interim Chair and Professor, English & Rhetoric</i>
Krystal	Canady	FAPC	<i>Assistant Professor, Nursing</i>
Shea	Council	None	<i>Administrative Assistant to the University Senate</i>
Carolyn	Denard	APC	<i>Associate Vice President for Student Success</i>
Austin	Hughes	SAPC	<i>Student</i>
Mary Jean	Land	None	<i>Chair and Professor, Mass Communication</i>
Andy	Lewter	SAPC	<i>Dean of Students</i>
Sadie	Simmons	None	<i>Compliance/ Policy Officer</i>
John M.	Sirmans	None	<i>Parliamentarian of the 2016-2017 University Senate</i>
Monica	Starley	None	<i>Special Assistant to the University President</i>
Catherine	Whelan	None	<i>Chair and Professor, Accounting</i>
Dale	Young	None	<i>Dean, College of Business</i>

CALL TO ORDER: Nicole DeClouette, Presiding Officer of the 2016-2017 University Senate, called the meeting to order at 3:30 p.m.

CONSENT AGENDA:

***Consent Agenda
Special Rule of Order
two-thirds vote required***

A consent agenda may be presented by the Presiding Officer at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

A consent agenda was available as an item of business listed on the meeting agenda and read as follows.

1. **MOTIONS**

a. **Motion 1718.CON.001.O** Revised Slate of Nominees

2. **NEW COURSE PROPOSALS**

a. **ENGL 5224 Renaissance Poetry and Prose** - A study of selected works of poetry and prose from the Renaissance period in England, continental Europe, and explorations of the Americas.

b. **ENGL 5229 English Renaissance Drama** - A study of dramatic literature from the Elizabethan and Jacobean periods in England.

- c. **ENGL 5450 International Women’s Literature** - A study of literature and film by and about women from a global perspective and from perspectives of women’s and gender studies.
 - d. **ENGL 5530 Early American Literature** - A study of early American literature.
 - e. **ENGL 5540 American Romanticism** - A study of American Romanticism.
 - f. **ENGL 5660 Modern American Literature** - A study of early twentieth-century American literature.
 - g. **ENGL 5675 Contemporary American Literature** - A study of contemporary American literature.
 - h. **ENGL 5775 Folklore & Literature** - A study of the interconnections between folklore and literature and how they influence each other, from a global perspective.
 - i. **ENGL 5810 Film Studies** - A study of film and film theory.
 - j. **ENGL 5820 Jane Austen on Film** - A study of selected texts by Jane Austen in comparison with film adaptations of Austen’s work.
3. **CHANGES IN ACADEMIC PROFILE AND/OR CATALOG DESCRIPTIONS OF COURSES**
- a. The academic profile of **ENGL 4110 Literary Criticism** and **5110 Literary Criticism** was changed to an in depth study of two or three critical theories. The revised catalog description should read: “A focused study of one or two methodologies of literary criticism.”
 - b. **ENGL 5440 Modern Drama** - Course Description and Academic Profile Change was made to expose literature students to both modern and contemporary drama. The following changes were made:
 - 1) change the catalog description of ENGL 5440 Modern Drama from “a study of selected modern plays” to “a study of selected modern and/or contemporary plays,” and
 - 2) change the academic profile of the course such that whenever the phrase “modern drama” appears, it is replaced with “modern and/or contemporary drama.”
 - c. **ENGL 5446 Modern Poetry** - Course Description and Academic Profile Change was made to expose literature students to both modern and contemporary poetry. The following changes were made
 - 1) change the catalog description of ENGL 5446 Modern Poetry from “a study of selected modern poetry in English” to “a study of modern and/or contemporary poetry,” and
 - 2) change the academic profile of the course such that whenever the phrase “modern poetry” appears, it is replaced with “modern and/or contemporary poetry.”
4. **COURSE TITLE CHANGE**
- a. The title of **ENGL 5555 American Literature 1865 to 1920** was changed to **ENGL 5555 American Realism**.
5. **CATALOG REVISIONS – COE ADMISSION REQUIREMENTS FOR GRADUATE PROGRAMS**
- a. The admission requirements for the Masters of Education Programs, Masters of Arts of Teaching Programs, and Education Specialist Programs within the College of Education have been revised to provide clarity and consistency across degree areas.
6. **AGENDA/MINUTES**
- a. University Senate Meeting Agenda (09/15/2017)
 - b. University Senate Meeting Minutes (04/21/2017)
 - c. University Senate Organizational Meeting Minutes (04/21/2017)

A **MOTION** to adopt the consent agenda was made, seconded and adopted by voice vote with no proposed extractions and no further discussion with no dissenting voice.

AGENDA: The agenda for this meeting was *approved as circulated* as item 6.a of the consent agenda.

MINUTES:

- 1. The minutes of the 21 Apr 2017 university senate meeting were *approved as circulated* as item 6.b of the consent agenda.
- 2. The minutes of the 21 Apr 2017 university senate organizational meeting were *approved as circulated* as item 6.c of the consent agenda.

PRESIDENT’S REPORT – President Steve Dorman

1. **THANK YOU** Let me start out today by offering my sincere gratitude to everyone who assisted our students and our community in the recent events surrounding Hurricane Irma. I never cease to be amazed at the way that our GC community and workforce rally in situations like this. Our Public Safety and Emergency Management employees were up and running the entire time. Many thanks to Anna Lumpkin who continually monitored the weather and kept the Executive Cabinet and others informed of the impending weather situation. In addition, I want to thank the many folks in University Housing who spent a lot of time and effort making sure our students who remained on campus were safe and secure. (For example, Larry Christensen placed a \$900 pizza order on his personal credit card to make sure our students were fed the evening the power went out!) Let me also thank the Sodexo staff, some of whom didn't even have power at their own homes. Yet, they came in to work immediately when the power was restored to provide food to students who were on campus. Our University Communications staff were available the entire period to make sure that our community was fully informed of the status of the university. Finally, the Facilities Operations crews deserve a great deal of thanks. Tuesday morning, the campus was a mess. There were downed limbs and trees and minor water intrusion in some of the buildings. They quickly went to work making the interior and exterior environments safe and ready for your return. We also are quick to remember those in our state and Florida who have experienced loss during this time, and our thoughts and prayers remain with them in the recovery and cleanup that will follow.
2. **COFFEE AND CONVERSATION** Our first Coffee and Conversation is scheduled for Friday, September 22, at 8:00 a.m. in the A&S courtyard. I look forward to hearing about the start of your semester and hope to see each of you there.
3. **THE 2019 FALL BUDGET PLANNING FORUM** is scheduled to be held Thursday, October 12, in the University Banquet Room. We will post the presentation times on Front Page the first week in October. In an effort to make GC's budget planning a collaborative and transparent process, we start at the departmental levels to determine the mission-critical needs for each area; and then they become prioritized at the college, divisional, and, finally, the institutional level. The Budget Forum will include an overview of GC's budget status and the related key influencers, and each division and college representative will present the prioritized requests for their respective area(s) of responsibility. Next, we submit our top institutional priorities – which will be closely linked to our Strategic Plan – to the system office to be included in our USG budget discussion with the Chancellor. This typically occurs in November or December.

We are fortunate that the state of Georgia's economy continues to be strong and continues to support higher education. However, we have already been informed that the state will have limited discretionary resources for FY 2019 due to the significant increases needed to sustain the Teacher's Retirement System and health care for the state. As we discern what (if any) new resources may be available for our institution in late March and early April, we will allocate new resources to the FY 2019 original budget utilizing the budget forum outcomes as a guide.
4. **MAYFAIR/MCINTOSH** Mayfair is now the home of our Welcome Center and Enrollment Management, and McIntosh is the home of several academic support areas. Grand Openings for these buildings are scheduled for Thursday, October 5, at 9:00 a.m.
5. **INTERNATIONAL FRAUD AWARENESS WEEK** is scheduled for November 12-18. Georgia College will be hosting a variety of activities to bring awareness to fraud prevention and to recognize and promote our shared values of integrity, accountability, and responsibility. During this week, we will recognize and highlight the crucial role each of you plays in protecting our resources as well as our reputation. Please stay tuned for more details from the Office of Internal Audit & Advisory Services.
6. **UNIVERSITY ADVANCEMENT UPDATES** Please hold Monday, October 16, on your calendar. There will be a big announcement that day that you will not want to miss! Alumni Weekend is scheduled for Friday, November 3 – Saturday, November 4. On November 3, we will have the Grand Opening for Beeson Hall. More details to follow.

7. **ADDITIONAL PROCEDURAL STATEMENT** As most of you are aware, at the end of the last academic year, I was asked to approve a curriculum decision made by this body. After much thought and study, I respectfully and humbly treated the decision procedurally as a veto. My thoughts regarding that decision were conveyed to you in a decision letter delivered at the end of the last academic year. If you have not read this, I would encourage you to do so. My decision was made in light of the many years I spent as a faculty member, my understanding of what role faculty play in the curriculum-making and development process, an appreciation of AAUP guidance on the matter, a thorough reading and understanding of the BOR policy, and Georgia College Institutional Statutes which precede and give life to this body and the Georgia College University Senate Bylaws. My decision was led by the unwavering belief that we must maintain the rights of the faculty to control the curriculum.

As I reviewed these essential documents, it became clear that we appear to have a jurisdictional issue. The Georgia College University Senate, a body made up of staff, students and faculty, is making decisions on curriculum, an area that traditionally and by AAUP standards is the primary function of the faculty. In addition, the Georgia College Institutional Statutes clearly state that the Georgia College University Senate will not make decisions regarding curricula or decisions impacting local departments. It was upon these factors that I rested my decision regarding the procedural veto. It is also upon these factors that I called upon the Provost to create a new body, made up entirely of faculty, representative of the entire university, who would determine future curriculum decisions at the university. You find bodies such as these, University Curriculum Committees, in many universities that have University Senates as we have. Indeed, the Graduate Council and the University Parking Committee are examples of committees such as this that already exist at Georgia College. These committees function outside of the University Senate, with representation from the University Senate, and make recommendations for the institution. While this will be a departure from the usual, I am confident that we can make this work as it does in other universities and as it does in the committees we already have at this university.

Now, I want you to know that I made the procedural veto decision last spring in good faith, after much thought and deliberation and after conferring with the University Senate leadership. It was not pre-determined. I have provided you with a clear and transparent argument of my thoughts regarding this decision. While some may disagree with my decision, BOR policy and the Institutional Statutes (and I have heard many of you) state that it is the authority of the president to make the final decision in issues such as this. Ultimately, our system of shared governance requires me to make the final decision. I have done that.

In addition, the decision to create a University Curriculum Committee, comprised only of faculty may draw mixed opinions. Yet, BOR policy and the Institutional Statutes require the president to settle any issues of jurisdiction among the various bodies at the university. Therefore, in my role as president, based-upon the authority granted me, and with great respect for this body, I have been called upon to settle this jurisdictional issue. As I stated in the spring, after a review of the Institutional Statutes and our own University Senate Bylaws, I am convinced that the Georgia College University Senate has no jurisdiction in curricular matters or matters that impact a local department such as curriculum decisions; and, therefore, I have asked the Provost to create a University Curriculum Committee. Once again, this was a jurisdictional decision. In an effort to be transparent, I have shared my thoughts regarding the need for a University Curriculum Committee in my spring letter and in these comments today. While some may disagree with this decision, the BOR policy and the Institutional Statutes (and I have heard many of you) state that it is the authority of the president to make the final decision in these issues - particularly in areas of jurisdiction. So, ultimately, our system of shared governance requires me to make this final decision regarding jurisdiction; and I have done that.

Dr. Brown has assembled a group of faculty with representation across all colleges, the library, and University Senate to establish the University Curriculum Committee and its operating procedures. It is my understanding that she will present the process for populating the committee and its operating processes at a future University Senate meeting. The current method using CAPC as the curriculum committee will continue in the interim until the University Curriculum Committee is fully formed. I would respectfully

ask, however, that any staff senators on that University Senate committee refrain from voting. I would also respectfully ask that if issues of curriculum come before this body as a whole, that student and staff senators refrain from voting and allow curriculum decisions to be made by university senators who are faculty.

Finally, as a result of my extensive review of the current BOR policy, the Institutional Statutes and our own University Senate Bylaws, I became concerned that there were several places in our Bylaws that did not align or parallel the higher order documents. I, therefore, asked our Director of Legal Affairs to review these documents this summer and indicate areas not in alignment and suggestions for change. These were presented to ECUS at our last meeting and will be presented to you at the next University Senate meeting. They will come before this body for a vote at the November University Senate meeting. I hope you will read these suggested changes and provide any feedback you have to ECUS or to the Director of Legal Affairs so that changes might be incorporated in the document that will be voted on in November. Once again, these changes are essential to align ourselves with current BOR policy and our own Institutional Statutes.

I want to sincerely thank each of you for your continued involvement in shared governance at Georgia College. You have asked for transparency; and with the heart of a faculty member, I have tried to provide that in this process. Yet, our processes do determine that final decisions must be made for the effective and efficient functioning of the institution. I hope that we can continue to afford each other the respect granted to each of our respective roles in this process and assume that decisions that are made are done so transparently, in good faith, after much thought, and out of what is in the best interest for this great institution.

PROVOST'S REPORT – Provost Kelli Brown

1. **FACULTY EXCELLENCE**

a. **Department Chairs**

i. **Leadership Development**

1) The first of two *Fall 2017 Department Chairs Leadership Series* sessions are scheduled for 20 Sep 2017 (**Faculty Recruitment & Mentoring** and **Faculty Evaluation & IFR**).

2) The second session will take place in November and will focus on **Tenure & Promotion**.

ii. **Strategic Plan** The Office of the Provost is working with the Office of the President to organize a session for department chairs that focuses on the new Georgia College Strategic Plan. The President and Provost will discuss various aspects of the strategic plan. The event is preliminarily scheduled for the end of October (details are forthcoming).

2. **STUDENT EXCELLENCE**

a. **Graduate**

i. The Fall 2017 semester proved to be a strong semester for graduate enrollment (over 950 graduate students which is the highest enrollment in recent years).

ii. The Office of Graduate Studies moved to McIntosh and Parris Story joined the Graduate Admissions staff.

b. **Fall Preliminary Student Counts**

i. Undergraduate: 6,016 (74 dual enrollment)

ii. Graduate: 978

iii. Total: 6,994

c. **Class of 2021**

i. Total applications: 4,925 (6% increase over 2016)

ii. Total completed applications: 4,118 (3% increase over 2016)

iii. Average SAT: 1196

iv. Average High School GPA: 3.51

- v. Top Majors:
 - 1) Undecided –General
 - 2) Undecided – Pre nursing
 - 3) Undecided – Business track
 - 4) Biology
 - 5) Psychology

3. **INSTITUTIONAL EXCELLENCE**

a. **Space Reservation & Utilization Steering Committee**

i. **Membership**

- 1) Kay Anderson
- 2) Donna Bennett
- 3) Mark Duclos
- 4) Chris Ferland
- 5) Ken McGill, co-chair
- 6) Jon Meyer
- 7) Bob Orr, co-chair
- 8) Mark Pelton
- 9) Michael Rickenbaker
- 10) Costas Spirou
- 11) Sara Stallings
- 12) Craig Turner (University Senate representative)
- 13) Artis Williamson
- 14) Kelli Brown, sponsor/ex-officio

ii. **Charge** The charge to this committee is as follows (given 24 May 2017).

- 1) Identify and recommend the next software package to be used by GC for classroom and room request/assignments. In the process,
 - a) Consider software that will maximize the use of our classroom space.
 - b) Consider software that will maximize use of innovative pedagogical classrooms.
- 2) Review the attached document regarding policy and procedure for the reservation of university space and facilities for all non-academic or non-credit activities (pages 3-8) and recommend changes, if needed.
- 3) Review classroom assignment practice and policy and recommend changes, if needed.

iii. **Additional Information**

- 1) I am committed to finding the right software system for Georgia College that will allow us to be more effective and efficient when reserving space for academic as well as non-academic activities. I am also committed to ensuring that the required testing of software and implementation goes as smoothly as possible, which means involving many stakeholders across campus to ensure successful operation. It will be important that the group think creatively, not looking at what we have always done and are currently doing, but rather looking at how we can provide a better service for our students, faculty, staff and community members alike. As we move forward with this task, we must review best practices and how others within and outside the USG approach this issue.
- 2) The current software employed (R25), is no longer being serviced and needs to be replaced as soon as possible. As many of you know, reserving space at Georgia College can sometimes be challenging. This is largely due to our internal processes as well as constraints for large spaces. Additionally, long held practices/policies in

how space, especially classroom space, is assigned further complicates this situation.

- 3) As the Steering Committee proceeds, please keep in mind that it is critical to involve as many people as possible across our institution in the process of reviewing and making recommendations. It will be important to discuss at all different levels and in various areas across the institution, while understanding current practices and recognizing concerns. This approach is key to successfully moving forward with the implementation of a new reservation software package.

b. **University Curriculum Committee Ad Hoc Task Force**

i. **Membership**

- 1) Dr. Carrie Cook, representing CoAS, Humanities and Social Sciences
- 2) Dr. Jack Carlis, representing CoAS, Performing Arts
- 3) Dr. Ellen France, representing CoAS, Sciences
- 4) Dr. Sally Humphries, representing CoB
- 5) Dr. Lyndall Muschell, representing CoE
- 6) Dr. Sallie Coke, representing CoHS
- 7) Still awaiting representative to the Department Chairs
- 8) Mr. Edward Whatley, representing Library
- 9) Dr. John Swinton, representing University Senate
- 10) Dr. Mary Magoulick, representing University Senate SoCC

ii. **Additional Information**

- 1) This task force has yet to meet
- 2) This task force will meet soon to establish a University Curriculum Committee including selection of members and operating procedures.
- 3) Hopefully, this will be accomplished by the end of fall semester to put into practice the UCC in early spring 2018.

- c. **Tenure & Promotion Task Force** completed its work last spring and provided their final report to President Dorman and myself. The report has been shared with all department chairs and deans with a request to share with faculty and begin robust conversations within departments and colleges. The final report will also be posted to the Office of Academic Affairs website.

- d. **Invitation of Vice Chancellor for Academic Affairs, Dr. Tristan Denley** With the permission of ECUS, Dr. Tristan Denley, Vice Chancellor for Academic Affairs, was invited and has accepted Georgia College's offer to be a guest and speak at the 20 Oct 2017 University Senate meeting.

- e. **Hurricane Irma** Please note there will be no change in when midterm grades are due or the last day to drop a class.

RECOGNITIONS:

1. Nicole DeClouette noted that university senator pins are a one-time recognition awarded to first-time university senators as they begin their term of service.
2. While most of the first-time university senators of the 2017-18 university senate received their pins at the 21 Apr 2017 organizational university senate meeting, two first-time university senators were not present at that meeting and thus shall receive their pins at this meeting. Specifically, pins were awarded to
 - Sarah Handwerker (Elected Faculty Senator from the College of Health Sciences) and
 - Michael Watson (Selected Staff Senator).

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: During the deliberation of new business,

- President Dorman reiterated his respectful request that if issues of curriculum come before this body as a whole, student and staff senators refrain from voting and allow curriculum decisions to be made by university senators who are faculty.
 - This request resulted in some voice votes of the full membership being nullified and replaced with voice votes complying with this request. Only the results of the final voice votes are recorded in these minutes.
 - Clarification of what comprised curricular matters was briefly discussed with no absolute resolution.
 - Some felt academic unit restructuring motions – such 1718.CAPC.001.C and 1718.CAPC.002.C – were not curricular while others felt motions sponsored by CAPC of type C – the C being the code for curricular – would be curricular. Ultimately based on the voting that took place at this meeting, the latter convention prevailed at this meeting.
1. **MOTION 1718.CON.001.O (REVISED SLATE OF NOMINEES 2017-2018)** This motion received university senate consideration at this meeting as an item on the consent agenda. On behalf of the committee, Alex Blazer, Subcommittee on Nominations Chair, entered this motion into the online motion database. The motion text was *To endorse the revised slate of nominees for the 2017-2018 University Senate officers and committees as proposed in the supporting documents.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for university senator review of this motion as an item on the consent agenda.
 - i. *Revised Slate of Nominees (2017-09-06).pdf* A pdf file showing the entire slate of nominees with the proposed revisions highlighted.
 - ii. *Summary of Revisions to the Membership of the University Senate and Committees (2017-09-06).docx* An MSWord file providing a list of the proposed revisions to the slate of nominees organized by committee.
 - iii. *SCoN Bylaws Compliance (2017-09-06).docx* This MSWord document provides verification of the slate’s compliance with university senate bylaws. This report is required as articulated in the university senate bylaws. The pertinent bylaw is quoted here.
V.Section1.D.2.e. Compliance Report. The Subcommittee shall prepare a report that demonstrates that the composition of all committees complies with the requirements of these bylaws. Such a report shall be submitted to the Executive Committee when the initial committee recommendations are made and any time that changes are proposed to committee membership.
 - b. **CONTEXTUAL INFORMATION** No contextual information was provided orally at the meeting as this motion received consideration by the university senate as an item on the consent agenda.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1718.CON.001.O was **APPROVED** as item 1.a on the consent agenda.
 2. **MOTION 1718.CAPC.001.C (RESTRUCTURING OF THE MANAGEMENT AND MARKETING DEPARTMENTS IN THE COLLEGE OF BUSINESS)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the restructuring of the Management and Marketing Departments within the College of Business as described in the attached proposal.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Restructure-Management and Marketing Proposal.pdf* A pdf file providing the rationale and details of this proposal.
 - ii. *Restructure-Management and Marketing Signatures.pdf Signature Form.pdf* A pdf file providing the institutional *Procedure to Establish, Restructure or Rename an Academic Unit* as well as the signed cover sheet documenting that pertinent CoB discipline area leadership.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. The proposal is to restructure academic units in the College of Business, specifically to consolidate two departments – the Department of Management and the Department of Marketing and Logistics – into one.

- ii. The Dean of the College of Business Dale Young and Interim Associate Dean of the College of Business Catherine Whelan are present to field questions regarding the details of the proposal.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.001.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.
3. **MOTION 1718.CAPC.002.C (FORMATION OF A DEPARTMENT OF COMMUNICATION)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the formation of a Department of Communication as described in the attached proposal.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Proposal for a Department of Communication v.pdf* A pdf file providing the rationale and details of this proposal.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. The proposal is to restructure academic units in the College of Arts and Sciences, specifically to consolidate the Rhetoric faculty from the Department of English and Rhetoric with the Department of Mass Communication into the Department of Communication.
 - ii. The author of the proposal – Mary Jean Land, Chair of the Department of Mass Communication – is present to field questions regarding the details of the proposal.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.002.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.
4. **MOTION 1718.CAPC.004.C (TERMINATION OF DEACTIVATED PROGRAMS - COLLEGE OF BUSINESS)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the termination of deactivated programs in the College of Business as delineated in the attached document.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Deactivated Programs University.pdf* A pdf file providing the list of programs proposed for termination.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. These major programs have been deactivated, and in some cases, already terminated through action at Georgia College. However, they continue to appear on the University System of Georgia’s Degrees and Majors Authorized (DMA) list. With this proposed action, we are asking the USG to update their records, terminate any program that is not already listed as terminated and to remove these programs from the DMA.
 - ii. Georgia College has no students enrolled in and does not recruit for these programs, nor is there intent to do so in the future.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.004.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.
5. **MOTION 1718.CAPC.005.C (TERMINATION OF DEACTIVATED PROGRAMS - COLLEGE OF EDUCATION)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the termination of deactivated programs in the College of Education as delineated in the attached document.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Deactivated Programs University.pdf* A pdf file providing the list of programs proposed for termination.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.

- i. These major programs have been deactivated, and in some cases, already terminated through action at Georgia College. However, they continue to appear on the University System of Georgia's Degrees and Majors Authorized (DMA) list. With this proposed action, we are asking the USG to update their records, terminate any program that is not already listed as terminated and to remove these programs from the DMA.
 - ii. Georgia College has no students enrolled in and does not recruit for these programs, nor is there intent to do so in the future.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.005.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.
- 6. **MOTION 1718.CAPC.006.C (TERMINATION OF DEACTIVATED PROGRAMS - COLLEGE OF ARTS AND SCIENCES)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the termination of deactivated programs in the College of Arts and Sciences as delineated in the attached document.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Deactivated Programs University.pdf* A pdf file providing the list of programs proposed for termination.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. These major programs have been deactivated, and in some cases, already terminated through action at Georgia College. However, they continue to appear on the University System of Georgia's Degrees and Majors Authorized (DMA) list. With this proposed action, we are asking the USG to update their records, terminate any program that is not already listed as terminated and to remove these programs from the DMA.
 - ii. Georgia College has no students enrolled in and does not recruit for these programs, nor is there intent to do so in the future.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.006.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.
- 7. **MOTION 1718.CAPC.007.C (TERMINATION OF DEACTIVATED PROGRAMS - COLLEGE OF HEALTH SCIENCES)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the termination of deactivated programs in the College of Health Sciences as delineated in the attached document.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Deactivated Programs University.pdf* A pdf file providing the list of programs proposed for termination.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. These major programs have been deactivated, and in some cases, already terminated through action at Georgia College. However, they continue to appear on the University System of Georgia's Degrees and Majors Authorized (DMA) list. With this proposed action, we are asking the USG to update their records, terminate any program that is not already listed as terminated and to remove these programs from the DMA.
 - ii. Georgia College has no students enrolled in and does not recruit for these programs, nor is there intent to do so in the future.
 - c. **DISCUSSION** None.
 - d. **SENATE ACTION** Motion 1617.CAPC.007.C was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote.

8. **MOTION 1718.CAPC.003.C (PROPOSAL FOR NEW COURSE IN CORE CURRICULUM AREA E - SUSTAINABILITY)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the addition of a new course, IDST 2050 Sustainability, to Core Curriculum Area E.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Prproposal - New Course Area E - Sustainability.pdf* A pdf file providing the rationale and details of this curricular proposal.
 - ii. *Prproposal - New Course Area E - Sustainability - Signature.pdf* A pdf file providing the signed cover sheet documenting review prior to and including CAPC for this proposal.
 - b. **CONTEXTUAL INFORMATION** Lyndall Muschell provided the following contextual information.
 - i. The proposal is to add the course IDST 2050 *Sustainability* to the existing pool of optional courses available for students to select from to satisfy Area E of the Core Curriculum.
 - c. **DISCUSSION** The following comprised the university senate deliberation of this proposal.
 - i. There is a large number of departments, among them Economics and Finance as well as Accounting, involved in the course delivery according to the sample syllabus provided in the supporting documentation. *Was there consultation by the proposer with the department chairs regarding the course delivery by faculty in these departments?* Documentation of these consultations – if done – is not present in the supporting documentation provided.
 - 1) Representatives of the aforementioned departments on the list were present and indicated they had not been consulted.
 - 2) This question was deferred by CAPC Chair to SoCC Chair who indicated SoCC reviewed and approved the viability and suitability of this course for inclusion in Area E and did not address the delivery aspect of the course.
 - 3) Another perspective offered was that the syllabus provided was a sample syllabus and may not be the actual syllabus with which the course will be delivered.
 - 4) Another perspective offered is that when a course is team taught – as is proposed in the documentation for this one – all faculty contributing should be eligible for instructional load credit.
 - 5) An unanswered question from the floor was *Are these just visiting lectures in weeks at a time?*
 - 6) The lack of consultation with department chairs and appropriate distribution of instructional load concerns were not allayed to the satisfaction of those expressing these concerns by the deliberation to this point.
 - ii. Other questions, receiving no answer, were offered from the floor.
 - 1) *How will the addition of this course affect Area E of the core?*
 - 2) *Is this course a permanent addition to Area E?*
 - iii. A **MOTION** *To COMMIT (to CAPC) for clarification of the aforementioned concerns (lack of consultation with department chairs and appropriate distribution of instructional load)* was made, seconded, and adopted by voice vote with a vocal minority expressing dissent and only elected faculty senators eligible to vote.
 - d. **SENATE ACTION** Motion 1718.CAPC.003.C was **COMMITTED** *to CAPC for clarification of the aforementioned concerns (lack of consultation with department chairs and appropriate distribution of instructional load) emerging during the university senate deliberation of this proposal* by voice vote with a vocal minority expressing dissent and only elected faculty senators eligible to vote.
9. **MOTION 1718.FAPC.001.P (SWITCH TO SRIS SHORT FORM)** On behalf of the committee, David Johnson, FAPC Chair, presented the motion *Concerned with the 47-question length of the current instrument (Student Rating of Instruction Survey), FAPC recommends switching to the 18-question shorter survey form for Fall 2017 and onward. This shorter form is designed and implemented by the same company that does our longer form and has undergone the same professional psychometric testing.*

- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *IDEA Student Ratings Short Form.pdf* A pdf file providing the short form proposed as a replacement for the long form currently in use.
- b. **CONTEXTUAL INFORMATION** David Johnson provided the following contextual information.
 - i. He recounted his vivid memory of the student opinion process for an undergraduate course he took as a student, a nine question survey disseminated by the instructor to the students, the instructor asking one of the students to collect the completed surveys and turn them in to the department secretary.
 - ii. He contrasted this with the current process in place here, an online delivery of the student opinion survey using the long form which has 47 questions.
 - iii. He noted that FAPC proposes switching to the use of the short form.
- c. **DISCUSSION** The following were points of discussion.
 - i. *Will this short form be implemented online?* Yes, the implementation will be exactly as is now – the only difference is fewer questions on the student opinion survey reducing from 47 on the current long form to 18 on the short form proposed as a replacement.
 - ii. *What are the extra questions proposed on the short form?* The inclusion of extra questions on the survey is course sensitive and occurs at the discretion of the course instructor.
 - iii. *Why are the progress on certain objectives such as group work (question 5 of the first 12 short form survey questions) considered for all courses surveyed? What if my course has no group work?* This is part of the philosophy of the current vendor bringing us these forms. The completion of the Faculty Information Form (FIF) is critical in determining how the responses to these twelve questions – one for each of the twelve course objectives that might be present in a course – are processed during the analysis producing the summary ratings. Specifically when completing the FIF, by rating the group work objective (question 5) as Essential (weight two), Important (weight one) or Minor (weight zero), the course instructor determines the relative weight applied to the student responses for this survey question in the summary ratings of the instruction.
 - iv. Be sure to express your appreciation to David Smith who is the *IDEA (Individual Development and Educational Assessment) Campus Coordinator* for this student opinion survey and coordinates the instructional technology team on campus that does the programming to implement the components of this survey system including the FIF (Faculty Information Form) and SRI (Student Rating of Instruction).
- d. **SENATE ACTION** Motion 1718.FAPC.001.P was **APPROVED** by voice vote with no additional discussion with a vocal minority expressing dissent and only elected faculty senators eligible to vote.

COMMITTEE REPORTS:

1. **ACADEMIC POLICY COMMITTEE** (APC) – John R. Swinton

Officers: Chair John R. Swinton, Vice-Chair Rodica Cazacu, Secretary Catrena Lisse

- a. **Meeting** APC met on 1 Sep 2017 from 2:00pm to 3:15pm. The following topic was discussed.
 - i. **Academic Standing at the Midterm** APC is continuing its long-standing review of policies pertaining to the timely notification of students of their academic standing in classes. On behalf of APC, I requested that the information regarding the minimum requirements for course syllabi be posted in the same place that the required syllabus statements are posted. The Provost requested that I provide links to both locations to which I sent her the following:

We concluded that it would be beneficial that links to both the required syllabus statements, *which exist in these two locations (note that the links may require Unify credentials to access)*:

- 1) <https://intranet.gcsu.edu/common-syllabus-statements>
- 2) <http://www.gcsu.edu/registrar/required-syllabus-statements>

and the minimum requirements for what belongs in a course syllabus *which currently exists in the PPPM (Policies, Procedures and Practices Manual) at this location: <http://gcsu.smartcatalogiq.com/en/Policy-Manual/Policy-Manual/Academic-Affairs/EmploymentPolicies-Procedures-Benefits/Faculty-Rights-and-Responsibilities/Faculty-Work-Requirements/Syllabus-Requirements>*, be found together. It appears that most faculty are currently aware of the links to the required syllabus statements. Therefore, it would probably be easiest if a link to the minimum requirements of a syllabus appear with the notice concerning the required statements. We are particularly interested in all faculty members being made aware that they are encouraged to provide feedback by mid-semester (see item 11 in the PPPM syllabus entry referenced above) in ***all*** classes, not just core classes.

2. **CURRICULUM AND ASSESSMENT POLICY COMMITTEE** (CAPC) – Lyndall Muschell

Officers: Chair Lyndall Muschell, Vice-Chair Angel Abney, Secretary Angela Criscoe

- a. **Meeting** CAPC met on 1 Sep 2017 from 2:00pm to 3:15pm. Beyond the seven motions presented earlier in this meeting and the fifteen items included on the consent agenda of this meeting, CAPC has no items on which to report.

3. **SUBCOMMITTEE ON CORE CURRICULUM** (SoCC) – Mary Magoulick

Officers: Chair Mary Magoulick, Vice-Chair Brandon Samples, Secretary Kay Anderson

- a. **Information Items** SoCC reviewed the following information items on 25 Aug 2017
 - i. Add a new psychology instructor, Stephanie Eileen Jett, to teach GC1Y section, *Psychological Ethics*
 - ii. Add a new business instructor, Cynthia Orms, to teach a new section of *Issues in International Business* (note: it was not indicated on the form whether this is a GC1Y or a GC2Y)
- b. **Area E Proposal** SoCC approved a proposal to add IDST 2050, *Sustainability*, to Area E of the core. The proposal will make its way through the system (CAPC approved it also and will add it as a motion for university senate consideration.)
- c. **Area B Section Proposals**
 - i. SoCC has approved 3 new Area B sections as of 15 Sept. 2017
 - 1) GC1Y *Critical Analysis of Education in America* proposer John D. Harrison (CoE)
 - 2) GC2Y *Connecting Culture, Education, and History: Study Abroad in Ghana*, proposer Warren Hope (CoE)
 - 3) GC2Y *Muslims in France*, proposer Sunita Manian (PALS; CoAS)
 - ii. SoCC is accepting new proposals for Area B classes. Please inform your faculty colleagues who may be wishing to teach Area B sections.
 - iii. Please be aware that the routing process has changed slightly, so that now we must receive three signatures before we can review proposals: the Chair's signature, the Dean's signature, and the Associate Provost's signature. All information about our proposal process is on our website: <https://intranet.gcsu.edu/socc> (requires unify credentials to login)
- d. **Area B Forums** SoCC has two upcoming forums scheduled:
 - i. **Training Seminar** for all Faculty in HOW TO PROPOSE AN AREA B SECTION, Friday, Sep. 22, 2pm, A&S 2-72. **Please encourage faculty in your area to attend.**

- ii. **Discussion Forum** for faculty teaching (or wishing to teach) about the rewards and challenges of teaching in Area B. Friday, Sep 29, 2pm, room TBA. **Please encourage faculty currently teaching in Area B to attend.**
- e. **New Area E Teaching Representative** Clifton Wilkinson.
- 4. **EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE** (ECUS) – Nicole DeClouette
Officers: Chair Nicole DeClouette, Vice-Chair Alex Blazer, Secretary Craig Turner
 - a. **Meeting** ECUS met on 1 Sep 2017 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Operating Procedures** The ECUS reviewed and approved the ECUS Operating Procedures as revised for 2017-18.
 - ii. **Appeals Process University Senate Committee Decisions**
 - 1) The university senate bylaws already provide a process by which three university senators can bring items to ECUS for steering to a committee and possibly result in consideration by the university senate as a committee of the whole. (See University Senate Bylaws IV.Section1)
 - 2) ECUS recommends that all votes coming out of committees be reported; this includes recommendations *for* a proposal and recommendations *against* a proposal.
 - a) Recommendation *for* a proposal will come to the university senate floor either as a formal motion or as an item on the consent agenda.
 - b) Recommendation *against* a proposal will come to the university senate floor as an item on the consent agenda. A single university senator may remove an item from the consent agenda to be considered separately.
 - c) This way each vote will be recorded and will provide a way for the university senate to advise the University President.
 - 3) These recommendations were further discussed with Standing Committee Chairs (SCC) resulting in some modifications. The interested reader is directed to the minutes of the 1 Sep 2017 meeting of ECUS-SCC for details.
 - 4) Nicole DeClouette will work with John Sirmans on drafting the language of this appeals process for further review by ECUS and Standing Committee Chairs.
 - iii. **Proposed Revisions to University Senate Composition** This item was postponed pending the revisions to the university senate once curricular matters are removed. This may relieve the tension of not having enough elected faculty senators.
 - iv. **University Senate Bylaws**
 - 1) Qiana Wilson presented the recommended changes to the bylaws and ECUS members asked questions and gave further recommendations.
 - 2) Qiana Wilson is revising the draft once again and it will be sent out to all university senate members to review prior to its first reading at the 20 Oct 2017 university senate meeting.
 - v. **Elected Faculty Senator Election Oversight**
 - 1) Request for Corps of Instruction List was made on August 25.
 - 2) Once received, it will be forwarded to Alex Blazer, Chair of SCoN, to proceed with apportionment.
 - vi. **Revisions to the University Senate Committees Motion (include on the consent agenda?)** ECUS agreed that motions to revise the slate of nominees be included on the consent agenda because these revisions rarely require any discussion.
 - vii. **University Committees and Task Forces Update**
 - 1) Presiding Officer appointed the following university senate representatives.
 - a) Parking Appeals (Diana Young)
 - b) Parking and Transportation Advisory Committee (Tom Toney, Donna Bennett)
 - c) Academic Technology Advisory Committee (Juan Ling)

- d) Sustainability Council (Will Hobbs)
- e) Strategic Planning Steering Committee (Robert Blumenthal)
- f) Mandatory Student Fee Committee (Craig Turner)
- g) Academic Affairs Special Fee Committee (Carol Sapp)
- h) Vice President for Student Affairs Search (Monica Ketchie)
- i) Space Reservation & Utilization Steering Committee (Craig Turner)
- 2) The following still need university senate representatives
 - a) University System of Georgia Faculty Council (USGFC) <second member>
 - b) Mandatory Student Fee Committee <second faculty member>
 - c) Administrative Systems and Banner Advisory Committee
 - d) Liberal Arts Council
- viii. **University Senate Representative to the University Curriculum Committee Ad Hoc Task Force**
 - 1) Presiding Officer conducted the election and John Swinton was elected to represent the university senate in this capacity.
 - 2) Chair of SoCC facilitated the selection of a SoCC Representative and Mary Magoulick was elected to represent SoCC in this capacity.
- ix. **Standing Committee Officers Orientation (SCOO)**
 - 1) Date: Friday, 22 Sep 2017, 3:30p
 - 2) Location: A&S 2-55
- x. **University Senate Budget Update**
 - 1) \$3,344.25 was spent for the retreat
 - 2) Available balance: \$1,655.75
- 5. **SUBCOMMITTEE ON NOMINATIONS (SCoN)** – Alex Blazer
Officers: Chair Alex Blazer, Secretary Craig Turner, No Vice-Chair position for this committee.
 - a. **Meeting** Beyond the motion listed in item 1 of the consent agenda and considered earlier in this meeting, SCoN has one item on which to report.
 - i. **USGFC, Second Representative** Our institution has an open position for a second University System of Georgia Faculty Council (USGFC) representative. I recently sent out a call for self-nominations from first-year elected faculty senators; if you received the email, please consider nominating yourself.
- 6. **FACULTY AFFAIRS POLICY COMMITTEE (FAPC)** – David Johnson
Officers: Chair David Johnson, Vice-Chair Ashley Taylor, Secretary Sarah Handwerker
 - a. **Meeting** FAPC met on 1 Sep 2017 from 2:00pm to 3:15pm. The following topic was discussed.
 - i. **Peer Teaching Evaluation** FAPC has broad agreement on a peer teaching evaluation pilot program, and is finishing the final language.
- 7. **RESOURCES, PLANNING AND INSTITUTIONAL POLICY COMMITTEE (RPIPC)** – Diana Young
Officers: Chair Diana Young, Vice-Chair Donna Bennett, Secretary Courtney Manson
 - a. **Meeting** RPIPC met on 1 Sep 2017 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **GC Shared Sick Leave Program** has been developed and implemented through Human Resources to align with USG/BoR policy; their language mirrors that of the USG/Board of Regents policy. We will submit a motion for committee review in the next week and bring this motion to the University Senate October meeting as a RPIPC policy proposal.
 - ii. **RPIPC Composition** The committee also discussed the possibility of changing *RPIPC Membership*. The committee has suggested that the committee should include among its 13 members an appointed Chief Information Officer (CIO) representative. Over the last few years, Bob Orr (the current CIO) has volunteered as a “guest” at RPIPC meetings, which has been extremely helpful; however, there is no formal mechanism for including a

CIO representative. It has been suggested that we change membership of RPIPC in the following ways: Change the “one (1) member who is a staff member appointed by a process determined by Staff Council” to “one (1) member who is the Chief Information Officer or an appointed representative of the Chief Information Officer.” We are drafting a revised RPIPC membership description to reflect these discussed changes; the committee will review and vote on these proposed changes at our October meeting.

- iii. **12-month Pay Option for Faculty** We discussed the various materials related to the *12-month pay distribution option* request for 10-month salaried employees. We will contact Dennis Brown (our OneUSG Connect Project Team Lead) to learn about continued progress on this item.
- iv. **University Senate Deliberation** The 12-month pay option topic conversation points were:
 - 1) Chief Business Officer Susan Allen shared that faculty will have the option to take a 12-month pay distribution starting FY19 as the coding in OneUSG to support this option is anticipated in January 2018.
 - 2) A question from the floor of *How will this work?* received the response that for each academic year contract, faculty desiring to exercise the 12-month pay distribution option will have to select it. That is, participation in 12-month pay distribution will be an annual *opt in* function within OneUSG meaning that for every faculty member for every academic year contract, the **default** setting will be a 10-month pay distribution.
 - 3) To other logistical queries (e.g. how will payment for health benefits, retirement be drawn in the 12-month pay option? etc.), Chief Business Officer Susan Allen indicated that information about the implementation of this option within OneUSG will be disseminated as it is received from the USG (anticipated by January 2018).

8. **STUDENT AFFAIRS POLICY COMMITTEE** (SAPC) – Emily Gomez

Officers: Chair Emily Gomez, Vice-Chair Wanda Johnson, Secretary Simplice Tchamna-Kouna

- a. **Meeting** SAPC met on 1 Sep 2017 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **HUB (Honoring, Uniting, Building)**
 - 1) Jennifer Graham and Melissa Gerrior told us about all the programs and services offered at the HUB. The HUB includes the Women's Center, Cultural Center, and LGBTQ+ Center.
 - 2) Mike Augustine and Laverne Renfro talked to us about issues related to Veterans on campus and a future Veteran's Center at the HUB.

9. **STUDENT GOVERNMENT ASSOCIATION** (SGA) – Mike Muller

Officers: President Mike Muller, Vice President Matthew Jones, Secretary Kenneth Adams, Treasurer Sarah Smith

- a. **Introduction** I am happy to be working with you all this year. My name is Mike Muller and I am the current Student Government Association (SGA) president.
- b. **Reception of Recent University Senate Activity** We are excited by the developments within APC regarding midterm grades and FAPC's short form survey.
- c. **SGA Activities** Things that you may like to know
 - i. **Our Senate Elections** will begin on Monday and will run through Thursday of next week.
 - ii. **First Meeting** We will have our first senate session 29 Sep 2017, two weeks from today.
 - iii. **Judicial Board** has been up and running since the beginning of the year as has our cabinet.
 - iv. **SGA President** Today marks the first joint meeting between President Dorman, Vice President of Student Affairs, and me. I am excited for what can be done to further advance out campus life.
 - v. **SGA Anticipated Issues** This year we hope to examine many issues including diversity, student accessibility, and transparency.

- vi. **Collaboration** We are very excited to be working with you all within and out of University Senate.
- vii. **Invitation to Contact** Please always feel free to reach out to me if you have any questions, concerns, or wish to partner on any issues. My email is sga.president@gcsu.edu.

ANNOUNCEMENTS/ INFORMATION ITEMS:

- 1. Standing Committee Officer Orientation (SCOO) – 22 Sep 2017, 3:30pm, Arts & Sciences 2-55.
- 2. GC FY19 University Budget Forum – 12 Oct 2017, 8:30am, University Banquet Room at the MAX.

OPEN DISCUSSION: Nicole DeClouette invited open discussion from the floor. There was none.

ADJOURN:

- 1. **ATTENDANCE AND THE SIGN-IN SHEET** Nicole DeClouette requested that each individual present at the meeting sign the university senator attendance sheet or guest sign-in sheet on their way out if they hadn't already signed in.
- 2. **MOTION TO ADJOURN** As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 4:33 p.m.

SUPPORTING DOCUMENTS:

- 1. There were no supporting documents submitted for attachment to these minutes.