

**2017-2018 University Senate  
Minutes for the 20 Oct 2017 Meeting**

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

**PRESENT (38)** Gabrielle Aladesuyi, 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, Glynnis Haley, Sarah Handwerker, Will Hobbs, Jan Hoffmann, David Johnson, Wanda Johnson, Monica Ketchie, Min Kim, Juan Ling, Stephanie McClure, Ben McMillan, Chavonda Mills, Lyndall Muschell, Christine Mutiti, Stephanie Opperman, Joanna Schwartz, Evita Shinholster, John Swinton, Ashley Taylor, Tom Toney, Craig Turner, J.F. Yao, Diana Young.

**ABSENT (3)** Alesa Liles, Altimease Lowe, Courtney Manson.

**REGRETS (9)** Emily Gomez, Catrena Lisse, Mary Magoulick, Mike Muller, Amy Pinney, Joanne Previts, Carol Sapp, Michael Watson, James Winchester.

**GUESTS (8)**

<b>First Name</b>	<b>Last Name</b>	<b>2017-2018 Committee</b>	<b>Description Role on University Senate or Postion at the University</b>
Shea	Council	None	<i>Administrative Assistant to the University Senate</i>
Tristan	Denley	None	<i>Chief Academic Officer of the University System of Georgia</i>
Bruce	Harshbarger	None	<i>Chief Student Affairs Officer</i>
Doug	Oetter	SoCC	<i>Professor of Geography</i>
Bob	Orr	None	<i>Chief Information Officer</i>
Joe	Peters	None	<i>Dean, College of Education</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>

**CALL TO ORDER:** Nicole DeClouette, Presiding Officer of the 2017-2018 University Senate, called the meeting to order at 3:33 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. **NEW COURSE PROPOSALS**

a. With the new concentrations in Exercise Science, the new course, KINS 2210: Methods of Corrective Movement, will be in the area of Fitness and Performance. KINS 2303 Personal Health and Fitness will be removed from area F and be replaced by KINS 2210 which will be a prerequisite to KINS 3233. The change will be reflected in AY 2018-19 Undergraduate Catalog.

2. **CHANGES IN ACADEMIC PROFILE AND/OR CATALOG DESCRIPTIONS OF COURSES**

a. A new course KINS 6673 will replace KINS 6823 in the graduate core because the content in the course KINS 6673 is more aligned with the programmatic changes that have been made over the years. The change would be effective AY 2018-19.

3. **AGENDA/MINUTES**

a. University Senate Meeting Agenda (10/20/2017)

b. University Senate Meeting Minutes (09/15/2017)

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 3.a of the consent agenda.

**MINUTES:** The minutes of the 15 Sep 2017 university senate meeting were approved as circulated as item 3.b of the consent agenda.

**GUEST** – Dr. Tristan Denley (Executive Vice Chancellor for Academic Affairs and Chief Academic Officer, USG)

1. **Introduction** Presiding Officer Nicole DeClouette provided the following introduction.

*Dr. Tristan Denley currently serves as Executive Vice Chancellor for Academic Affairs and Chief Academic Officer at the University System of Georgia. Before moving to Georgia in May 2017, he served as Vice Chancellor for Academic Affairs at the Tennessee Board of Regents from August 2013 until May 2017, and Vice President for Academic Affairs at Austin Peay State University from January 2009. Originally from Penzance, England, Dr. Denley earned his PhD in Mathematics from Trinity College Cambridge, and held positions in Sweden, Canada, and the University of Mississippi before coming to Tennessee. At Ole Miss he served as Chair of Mathematics, and Senior Fellow of the Residential College program.*

*Throughout his career, he has taken a hands-on approach in a variety of initiatives impacting student success. In 2007, he was chosen as a Redesign Scholar by the National Center for Academic Transformation for his work in rethinking the teaching of freshmen mathematics classes.*

*At Austin Peay he created Degree Compass, a course recommendation system that successfully pairs current students with the courses that best fit their talents and program of study for upcoming semesters. This system, which combines hundreds of thousands of past students' grades with each particular student's transcript, to make individualized recommendations for current students has received recognition from Educause, Complete College America, Lumina Foundation, the Bill and Melinda Gates Foundation and President Obama and won a platinum IMS Global Learning Impact Award in 2014.*

*In 2016 he was selected as one of the Washington Monthly's sixteen most innovative people in Higher Education, one of the Center for Digital Education's Top 30 Technologists, Transformers and Trailblazers and was invited to the White House to address recipients of President Obama's First in the World grants as a model of what could be achieved by a higher education system. He was the recipient of the 2016 Newel Perry Award from the National Federation of the Blind for his leadership of a systemic approach to the accessibility of educational content. He began 2017 by being named as one of five higher education leaders to watch in 2017 (and beyond) by Education Dive.*

*His most recent work has been to transform developmental education and advising at a system scale. His work continues in using a data informed approach to implement a wide variety of system scale initiatives surrounding college completion, stretching from education redesign in a variety of disciplines, to the role of predictive analytics and data mining, cognitive psychology and behavioral economics in higher education.*

2. **Remarks**

- a. Thank you for allowing me to speak at this meeting. I have been here all day meeting with various groups and as I look around, I see some familiar faces.
- b. In a broad view, my role as Chief Academic Officer is to facilitate ways to help students succeed and complete degrees. To quote W. Edward Deming, "Every system is perfectly designed to get the result that it does."

- c. Since my May 22 start date in the position of USG Chief Academic Officer, one goal has been to strive to seek a holistic understanding of the ideal first year for a successful student. One view on this first year success is to see the student succeed in completing their Area A Math and English courses as well as successfully complete specific key first courses in their chosen major. At many of the sessions today, I have heard that Georgia College students are poised to succeed by a variety of measures including the aforementioned first year success.
  - d. In its Complete College Georgia initiative, the USG notes *By 2025, it is projected that over 60 percent of jobs in Georgia will require some form of a college education.*
3. **Questions**
- a. *Does the 60% include degrees from technical colleges?* The 60% includes academic degrees from an Associate's degree to a terminal degree such as a Ph.D. Presently, Georgia is at 43%. More than 90% of jobs in the state of Georgia since 2009 require an Associate's degree or higher.
4. **Closing Remarks** I am very accessible and invite you to contact me by email or phone.

**PRESIDENT'S REPORT** – President Steve Dorman

1. **PUBLIC LAUNCH OF THE CAMPAIGN** I am pleased to announce that this year, our GC Foundation returned to campus \$1,485,883. This is the highest return ever to campus in scholarship and academic support for the institution. As of August, our endowment was \$40,722,266. Last Saturday evening and Monday morning, we made public the totals for a new comprehensive campaign. By the end of 2020, we hope to raise \$30 million in support through this campaign. The silent phase of the campaign has been in place for three years now; and thanks to the success of our advancement team, we have raised \$20,306,304 toward that total. On Monday, we announced the start of the Georgia College Family Fund. This will be the focus of the faculty and staff portion of the comprehensive campaign. This Fund will provide scholarships and needed support for the dependent children and grandchildren of Georgia College faculty and staff. Please urge your colleagues to consider giving to this important fund at GC.
2. **OPEN ENROLLMENT** The annual open enrollment period for USG sponsored benefits is Monday Oct. 30 to Friday, Nov. 10. Please review the materials and documents you have been provided and make the changes in your benefits during this period.
3. **CONGRATULATIONS TO INSTITUTIONAL RESEARCH** For the third year in a row, our Office of Institutional Research has won an award for the best Fact Book from the Southern Association of Institutional Research. They also won 2<sup>nd</sup> place for the mini fact book. This effort is a collaboration between Institutional Research and University Communications. Congratulations to Chris Ferland and Omar Odeh and their groups for their work on this important feature of the university.
4. **COFFEE AND CONVERSATION** Our next Coffee and Conversation is scheduled for Wednesday, November 8, at 4:00 p.m. on the Atkinson Front Porch. I look forward to hearing about your semester and enjoying a cup of coffee with you at that time.
5. **BEESON GRAND OPENING** The Grand Opening for Beeson is scheduled for Friday, November 3, at 1:00 p.m. Beeson is currently being used for swing space while Terrell is up for renovation. In addition, it is the home of the growing Physics program. Please join us for the dedication of Beeson and the special dedication of the Izzie Rogers room on Saturday at 2:00.
6. **INTERNATIONAL FRAUD AWARENESS WEEK** 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.
7. **ALUMNI WEEKEND** Alumni Weekend is Friday, November 3 and Saturday, November 4. The weekend will be full of class reunions, an alumni picnic, Izzie Rogers Room dedication, alumni awards ceremony and much more!

8. **THANKS** Let me offer my thanks to ECUS and the University Senate Leadership. In particular, I would like to commend our presiding officer for working so diligently since our last meeting to try to find common ground and agreement on the revision of our Institutional Statutes and GC University Senate Bylaws. Later in this meeting, you will be presented the revisions as agreed to by ECUS and by me which I think represent a very good way to deal with the misalignment and differences that were found in our spring review and subsequent discussion of these documents. Let me offer my profound thanks to all for a very robust discussion and a very honest approach to dealing with tough issues. Leaders find ways to move things forward, and I believe that is exactly what the leadership will present to you later today.

**PROVOST'S REPORT** – Provost Kelli Brown elected to provide no Provost's Report.

**UNFINISHED BUSINESS:** There was no unfinished business.

**NEW BUSINESS:** Presiding Officer Nicole DeClouette noted that she would turn presiding duties over to Alex Blazer while she presented motions sponsored by the Executive Committee of the University Senate and resume presiding duties following the presentation of such motions.

1. **MOTION 1718.EC.001.O (RENAMING OF THE DEPARTMENT OF ENGLISH)** On behalf of the committee, Nicole DeClouette, ECUS Chair, presented the motion *To recommend that the Department of English and Rhetoric be renamed as The Department of English.*
  - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
    - i. *Department-Program Name Change Procedure-FINAL.docx* An MSWord file providing the institutional *Procedure to Establish, Restructure or Rename an Academic Unit.*
    - ii. *Memo to Request to Rename the Department of English.pdf* A pdf file providing the rationale and details of this proposal.
    - iii. *Proposal for a Department of Communication (1).docx* An MSWord file providing the proposed allocation of operating and faculty development funds referenced in the *Memo to Request to Rename the Department of English.*
  - b. **CONTEXTUAL INFORMATION** Nicole DeClouette provided the following contextual information.
    - i. The proposal is simply to rename the *Department of English and Rhetoric* to the *Department of English* effective 1 Jan 2018 which is coincident with the effective date when the Rhetoric faculty will merge with the faculty in the *Department of Mass Communication* to form the *Department of Communication.*
    - ii. The proposed name (Department of English) was chosen by the department faculty.
  - c. **DISCUSSION** The deliberation comprised one question from the floor and an answer.
    - i. **Question** Were other names proposed?
    - ii. **Answer** Yes, other names were proposed and discussed by the department faculty who ultimately voted to propose the name *The Department of English.*
  - d. **SENATE ACTION** Motion 1718.EC.001.O was **APPROVED** by voice vote with no discussion and with no dissenting voice and only elected faculty senators eligible to vote
2. **MOTION 1718.CAPC.009.C (NAME CHANGE FOR MINOR FROM COMMUNITY HEALTH TO PUBLIC HEALTH)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the approval of the name change for the minor, Community Health, to Public Health as described in the supporting documents.*
  - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
    - i. *2017\_CAPC - Rename of Minor Public Health.pdf* A pdf file providing the rationale and details of this curricular proposal.
    - ii. *Signature - Rename of Minor to Public Health.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. This proposal is made simply to align the name of the minor with the recently revised name of the corresponding program for consistency.
  - c. **DISCUSSION** None.
  - d. **SENATE ACTION** Motion 1718.CAPC.009.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.008.C (POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT - GRADUATE CERTIFICATE)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend the approval of the Graduate Certificate for Positive Behavior Interventions and Support (PBIS) as described in the supporting documents.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
    - i. *CoEd PBIS Certificate with graduate approval.pdf* A pdf file providing the rationale and details of this curricular proposal.
    - ii. *Signature PBIS Certificate.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. This proposal is for the establishment of a three course certificate in Positive Behavior Interventions and Support (PBIS) and will be delivered 100% online.
    - ii. PBIS is a statewide initiative by the Georgia Department of Education.
    - iii. This certificate will enhance the initial training that teachers and administrators receive.
  - c. **DISCUSSION** None.
  - d. **SENATE ACTION** Motion 1718.CAPC.008.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.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.*  
*Note This motion was COMMITTED to CAPC for clarification of the concerns (lack of consultation with department chairs and appropriate distribution of instructional load) emerging during the 15 Sep 2017 university senate deliberation of this proposal. The interested reader is directed to the 15 Sep 2017 university senate meeting minutes for details.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
    - i. *OLD Proposal - New Course Area E - Sustainability.pdf* A pdf file providing the rationale and details of this curricular proposal as presented on 15 Sep 2017.
    - ii. *OLD Proposal - 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 as presented on 15 Sep 2017.
    - iii. *NEW Proposal - New Course Area E – Sustainability – Corrected.pdf* A pdf file providing the rationale and details of this curricular proposal as presented on 20 Oct 2017.
    - iv. *NEW Proposal - 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 as presented on 20 Oct 2017.
  - 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.
    - ii. The supporting documents marked as NEW are the updated versions.
    - iii. Doug Oetter, proposer, is present to field questions specific to the proposal.
  - c. **DISCUSSION** The following comprised the university senate deliberation of this proposal.

- i. *At the 15 Sep 2017, concerns about the delivery of this course (lack of consultation with department chairs and appropriate distribution of instructional load) were expressed. I see no explicit reference to these concerns in the supporting documents. Were these concerns addressed?* This course will be delivered in the spring semester of 2018. There will be a single course instructor, Dr. Doug Oetter. He will be extending invitations for guest lecturers to department chairs and faculty in certain disciplines seeking assistance in delivering course content.
  - ii. *As an Area E course, this is ambitious and worthwhile. My opinion is that the course is not a good match for Area E and may be better suited for delivery in Area B as GC1Y/GC2Y. Since the course is part of a certificate, current institutional curricular rules restrict it from being a course realized as a GC1Y or GC2Y.*
  - d. **SENATE ACTION** Motion 1718.CAPC.003.C was **APPROVED** by voice vote with a vocal minority expressing dissent and only elected faculty senators eligible to vote.
5. **MOTION 1718.EC.003.B (PROPOSED REVISIONS TO THE GC INSTITUTIONAL STATUTES)** On behalf of the committee, Nicole DeClouette, ECUS Chair, presented the motion *To approve the proposed revisions to the GC Institutional Statutes as outlined in the supporting document.*
- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
    - i. *Institutional Statutes Revisions 10.16.17.docx* An MSWord file containing the proposed revisions marked using Track Changes format.
  - b. **CONTEXTUAL INFORMATION** Nicole DeClouette provided the following contextual information.

**ARTICLE IV. THE UNIVERSITY SENATE**

**Section 1.** The University Senate is endowed with all the legislative powers and authority of the University Faculty and shall be the policy-making assembly at the Institution.

**PROPOSED CHANGES:** The University Senate is endowed with all the legislative powers and authority of the University Faculty and shall review and recommend policy subject to the approval of the University President and shall advise the University administration.

**Section 2.** The University Senate shall have the responsibility for establishing committees, including any committees required to remain in compliance with policies of the Board of Regents, federal or state law, and accreditation or certification organizations that are needed for orderly and efficient governance.

**PROPOSED CHANGES:** To strike Section 2 of the Institutional Statutes because the University Senate already has the ability to establish committees and work groups within the university senate:

Article V. Committees of the University Senate

V.Section1.C.7 *Committees.* The Executive Committee may recommend to the University Senate for its consideration and approval such standing and/or special committees as it deems necessary.

**Section 3.** The University Senate shall not adopt any regulations affecting curricula, or the internal affairs of an academic unit except insofar as such action may be necessary to protect the interests of the Institution as a whole, but it may make recommendations to the faculty of an academic unit concerning matters within their jurisdiction.

**PROPOSED CHANGES:** The University Senate shall not adopt any regulations affecting curricula and will strive to be mindful and respectful of matters that are more appropriately handled by the academic units (college, school, department, etc.) and divisions yet may make recommendations concerning matters within these areas that have broader institutional impact or implications.

**Section 4.** The University President shall have fifteen (15) calendar days to decide whether to accept or veto an action taken by the University Senate. Should the President veto the action(s), the President shall provide the University Senate a written statement of the

reason(s) for the veto. The University Senate shall have the right to (a) accept the veto; (b) confer with the President to construct a compromise action; or (c) reject the veto requesting that the President reconsider. The decision of which action to take must be approved by a two-thirds (2/3) majority vote of the voting membership of the University Senate. If the University Senate or University President refuses to recede, and if agreement cannot be reached, the matter shall be referred to the Board of Regents through the Chancellor for review pursuant to the pertinent policies of the Board of Regents.

**PROPOSED CHANGES:** To strike Section 4 of the Institutional Statutes because the President already has the authority to veto any act of the University Senate (by BoR Policy).

**ARTICLE II. THE PRESIDENT, Section 2, C.** The President shall have the right to veto any action of the University Senate as specified in Article IV Section 4 of these Statutes. This proposed revision necessitates a change to this section, namely to strike the underlined language as it refers to section (Article IV Section 4) of the institutional statutes that is proposed for deletion.

- c. **DISCUSSION** The following were points of discussion.
  - i. *I'm not seeing the same draft as what is displayed to the screen which shows the Track Changes notation.* You must ensure **All Markup** is selected in the **Review** tab.
  - ii. As you continue to review this proposed motion over the next month, be sure to direct your suggested edits, comments, concerns, etc. regarding this motion and its supporting document to Presiding Officer Nicole DeClouette.
- d. **SENATE ACTION** Further deliberation including a vote on motion 1718.EC.002.O was **POSTPONED** to the next university senate meeting to comply with the Institutional Statutes revision process that is quoted here.

#### **ARTICLE V. MODIFICATIONS**

**Section 1.** *Any proposed modification to these Statutes must be submitted in writing to the Executive Committee of the University Senate for consideration by the University Senate. The Executive Committee shall make a report to the University Senate regarding the proposed modification(s). A motion shall be made regarding the disposition and tabled until the next University Senate meeting. Adoption of a modification requires a two thirds (2/3) majority approval of the voting membership of the University Senate. As is the case for any action of the University Senate, the modification also requires the approval of the University President as specified in Article IV Section 4 of these Statutes.*

6. **MOTION 1718.EC.003.B (PROPOSED REVISIONS TO THE UNIVERSITY SENATE BYLAWS)** On behalf of the committee, Nicole DeClouette, ECUS Chair, presented the motion *To approve the proposed revisions to the University Senate Bylaws as outlined in the supporting document.*

- a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
  - i. *USBylaws Revisions 10.16.17.docx* An MSWord file containing the proposed revisions marked using Track Changes format.
- b. **CONTEXTUAL INFORMATION** Nicole DeClouette provided the following contextual information.

#### **Article I. Purposes and Powers**

**I.Section1. Statutory.** The purposes and powers of the University Senate are specified in Article IV of the Institutional Statutes and included here in italics and underlined for information

**I.Section1.A. The University Senate is endowed with all the legislative powers and authority of the University Faculty and shall review and recommend policy subject to the approval of the University President, and shall advise the University administration.**

**I.Section1.B. The University Senate shall not adopt any regulations affecting curricula, and will strive to be mindful and respectful of matters that are more appropriately handled by the academic**



units (college, school, department, etc.) and divisions, yet may make recommendations concerning matters within these areas that have broader institutional impact or implications.

This section (above) is revised to align with the proposed changes to the Institutional Statutes.

## **Article II. Membership, Election of University Senators and Meetings of the University Senate**

II.Section1.A.1.a. Voting. Only faculty vote on academic matters. In this context, faculty is defined as being a member of the corps of instruction for votes of the academic standing committees – specifically the Academic Policy Committee, the Curriculum and Assessment Policy Committee, and the Faculty Affairs Policy Committee – while faculty is defined as being an elected faculty senator for votes of the university senate. Further, academic matters are defined as such fundamental areas as research, faculty status, and those aspects of student life which relate to the educational process as contextualized in *the Statement on Government of Colleges and Universities* in the *American Association of University Professors Policy Documents and Reports*, which is colloquially known as the *AAUP Redbook*.

The presiding officer in conference with ECUS will make the final determination regarding voting status on issues involving academic matters.

This (II.Section1.A.1.a above) is a new bylaw to clarify voting on academic matters.

## **Article V. Committees of the University Senate**

The wording “shall review and recommend for or against” is proposed to replace “shall be concerned with” in the scopes of each committee (APC, FAPC, SAPC, RPIP, and the newly proposed committee Educational Assessment and Policy Committee (EAPC)) to make it very clear that once a committee reviews a proposed policy, the committee may recommend for or against the proposed policy.

### **V.Section2.C.2. Educational Assessment and Policy Committee**

V.Section2.C.2.a. Membership. The Educational Assessment and Policy Committee shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee in compliance with V.Section2.C, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

V.Section2.C.2.b. Scope. The Educational Assessment and Policy Committee shall review and recommend for or against policy relating to educational processes and academic assessment, which includes, but is not limited to, policies relating to general university degree requirements (e.g. Foreign Language requirement, Wellness requirement), and academic program assessment. In addition to its policy recommending function, this committee also provides advice, as appropriate, on procedural matters relating to the educational process and academic assessment.

Change from Curriculum and Assessment Policy Committee (CAPC) to Educational Assessment and Policy Committee (EAPC). Essentially, it is a removal of curriculum oversight and policies relating to general education curriculum (because these will now be handled by the University Curriculum Committee).

- c. **DISCUSSION** The following were points of discussion.
- i. Some found lack of clarity of the status of SoCC (Subcommittee on the Core Curriculum) in the proposed revisions. There was acknowledgment of this being a viable point of concern. Once the University Curriculum Committee Ad Hoc Task Force completes its



work of producing a composition of the University Curriculum Committee, then we will be in a much better position to clarify the status of SoCC.

- ii. Keep in mind bylaws are not written in concrete. If we do not get everything right in this set of revisions, future revisions/refinements of the bylaws can be proposed. This may be necessary to clarify the status of SoCC.
  - iii. As you continue to review this proposed motion over the next month, be sure to direct your suggested edits, comments, concerns, etc. regarding this motion and its supporting document to Presiding Officer Nicole DeClouette.
- d. **SENATE ACTION** Further deliberation including a vote on motion 1718.EC.003.B was **POSTPONED** to the next university senate meeting to comply with the university senate bylaws revision process that is quoted here.

*VI.Section 3. Non-editorial Revisions. Motions regarding non-editorial revisions of these bylaws shall receive consideration at two consecutive regular meetings of the University Senate. At the first of these meetings, the motion shall receive a first reading wherein it is introduced by the Executive Committee in compliance with VI.Section2 and debated by the University Senate but may not be voted on. At the conclusion of this first reading, the motion must be postponed to the next regular meeting of the University Senate. At this next meeting, the motion shall receive a second reading wherein it shall receive disposition. Adoption of the motion shall occur with a two-thirds majority of those casting votes favoring adoption and upon approval of the University President.*

#### **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 6 Oct 2017 from 2:00pm to 3:15pm. The following topic was discussed.
  - i. **ECUS Composition** APC discussed the proposal for changing the makeup of ECUS and, after careful consideration, there was a general consensus on the following concerns:
    - 1) Full college and library representation on ECUS is critical and with the proposed changes it may be possible this will be lost.
    - 2) Considering the changes announced for some of the university senate committees (CAPC, SoCC) – some may be dissolved – APC wonders how those changes will affect the dynamics of ECUS and recommends that ECUS should wait on acting on the makeup proposal until the university senate finalizes those changes.

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 6 Oct 2017 from 2:00pm to 3:15pm. Beyond the three motions presented earlier in this meeting and the two items included on the consent agenda of this meeting, CAPC has two items on which to report.
  - i. **Review Composition of ECUS** A suggestion was made that the standing committee chairs serve as the Executive Committee of the University Senate; however, to ensure representation from all academic units (colleges, library), once chairs are selected, the membership of ECUS should be inventoried for academic unit representation. Members could then be added to ensure representation of all academic units (colleges, library) are present on ECUS.
  - ii. **Review Annual Report Format** The format, as presented, was acceptable to the group.

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

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

**Note:** As Mary Magoulick had extended regrets and was not present at the meeting, there was no oral report. Following the meeting, the following written report was provided by Mary Magoulick for inclusion in these minutes.

- a. **Information Items** Thus far, SoCC reviewed the following information items this semester.
    - i. Add a new psychology instructor, Stephanie Eileen Jett, to teach the 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).
    - iii. Add 2 new instructors, Jamie Addy and Jeffrey Dowdy, for GC1Y sections of *Research in the Age of Google*.
  - b. **GC2Y Modification to Course Title** SoCC voted to approve a GC2Y section modification for *Gender and Sexuality: South Asia*. The title is being changed (to better reflect the content) to: *HIV, Gender and Sexuality: South Asia*.
  - c. **Area E Proposal** SoCC approved a proposal to add IDST 2050, Sustainability, to Area E of the core and then considered and approved a revision of the proposal (with a corrected syllabus), as requested by CAPC (who had the original motion returned by the university senate).
  - d. **Area B Section Proposals** Thus far, SoCC has approved 7 new Area B sections this semester.
    - i. GC1Y *Can Video Games Matter: Video Games as Literature & Cultural Studies*, Sofala-Jones (English)
    - ii. GC1Y *Fantastic Beasts and Protecting Where We Find Them*, DeVore (Biology)
    - iii. GC1Y *Hooked on a Feeling: Emotion, Pop Culture, and Philosophy*, Mosch (Philosophy)
    - iv. GC1Y *Critical Analysis of Education in America*, proposed by John D. Harrison (CoE)
    - v. GC2Y *Connecting Culture, Education, and History: Study Abroad in Ghana* (for study abroad), proposed by Warren Hope (CoE)
    - vi. GC2Y *Muslims in France* (for study abroad), proposed by Sunita Manian (PALS; COAS)
    - vii. GC2Y *Politics, Power, and Tolkien*, Edmondson (Political Science)
  - e. **Area B Forums** SoCC organized and held two forums to train and discuss teaching in Area B.
    - i. **Training Seminar** for all Faculty in HOW TO PROPOSE AN AREA B SECTION, Friday, 22 Sep. 2017, 2pm, A&S 2-72. **About 15 people attended.**
    - ii. **Discussion Forum** for faculty teaching (or wishing to teach) about the rewards and challenges of teaching in Area B. Friday, 29 Sep 2017, 2pm, A&S 2-39. **About 10-12 people attended.**
  - f. **Special Request: Third Party Reviewer** SoCC was asked by Dean Ken Procter to serve as a third party reviewer for a professor wishing to adopt her own textbook for use in an Area B section (Dr. Sunita Manian for GC2Y section HIV, Gender, and Sexuality in South Asia: the book is *HIV/AIDS in India: Voices from the Margins*, 2017). We discussed and approved this request, noting that we were not setting precedent for future reviews.
  - g. **New Area B Proposals Invited**
    - i. SoCC is accepting new proposals for Area B classes. Please inform your faculty colleagues who may be wishing to teach Area B sections.
    - ii. 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 forms and information necessary for preparing proposals can be found at our website: <https://intranet.gcsu.edu/socc> (requires unify credentials to login)
    - iii. Please submit proposals at least 2 weeks prior to the start of registration for the semester in which you hope to teach the section.
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 6 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.
  - i. **University Senate Representatives on University Committees and Task Forces**
    - 1) ECUS discussed the need to increase the communication between the university senate representatives on university committees and task forces and the university senate body.
    - 2) ECUS requests that each representative provide reports to the university senate one to two times per semester via the [us@gcsu.edu](mailto:us@gcsu.edu) email address. This will be a way to stimulate open dialogue with the individuals they represent.
  - ii. **Proposed Revisions to Institutional Statutes and University Senate Bylaws**
    - 1) Qiana Wilson presented the most recent revisions to the bylaws and institutional statutes to bring them into compliance with the higher order documents.
      - a) Discussion ensued regarding the language around policy advising and recommending versus policy-making, whether or not “President’s designees” should be included, and how to define “general educational process (in Institutional Statutes Article IV, Section 1 proposed language).
      - b) There was also discussion about the language proposed for voting (II. Section 1.A.1.a Voting). Does “academic matters” include curriculum? Should “research” be removed? If we start removing things from the list of academic matters, should we no longer quote the AAUP Redbook?
      - c) Qiana agreed to have a revised draft complete by October 12<sup>th</sup> to share with university senate members in preparation for the first reading at their October 20<sup>th</sup> meeting.
      - d) Members of the university senate should direct their questions and feedback to Presiding Officer Nicole DeClouette.
    - 2) Nicole DeClouette is working with John Sirmans to draft language for an appeals process to be incorporated into future bylaws revisions.
  - iii. **University Senate Budget to Support Second USGFC Representative**
    - 1) ECUS agreed that an electronic vote for the second USGFC representative is the most efficient way to proceed with Glynnis Haley’s self-nomination.
    - 2) ECUS still needs to consider the appropriation of University Senate budget funds to support the travel-related expenses incurred by the 2<sup>nd</sup> USGFC Representative to attend the two USGFC meetings.
  - iv. **Governance Calendar 2018-2019: Preparation and Timeline**
    - 1) Monica Starley responded that the second week of February 2019 (to be specific February 8) will be the date set for the President’s State of the University Address.
    - 2) University Senate Officers (Alex Blazer, Nicole DeClouette, and Craig Turner), will meet to begin drafting the 2018-2019 governance calendar before consulting with the Office of Academic Affairs about August 2018 startup events.
  - v. **University Senate Budget Balance** is \$1,601.77 after the cost of the extra binders for the governance retreat were deducted.

5. **SUBCOMMITTEE ON NOMINATIONS** (SCoN) – Alex Blazer

*Officers: Chair Alex Blazer, Secretary Craig Turner, No Vice-Chair position for this committee.*

- a. **SCoN** The Subcommittee on Nominations reports the following.
  - i. **Second USGFC Representative** An electronic election of the second USGFC representative by Elected Faculty Senators is currently being held; the ballot will close on Monday, October 23. Glynnis Haley (EFS, term 05/17 to 04/20) is the nominee.
  - ii. **LAC** Jolene Cole (EFS) has volunteered to serve on the Liberal Arts Council (LAC).

- iii. **Mandatory Student Fee Committee** Nicole DeClouette (EFS), Evita Shinholster (Staff Council), and Michael Watson (Staff Council) have volunteered to serve on the Mandatory Student Fee Committee. They join Craig Turner (EFS) in representing the university senate (the EFSs) and Staff Council on this committee. Note that EFS = Elected Faculty Senator.
- iv. **ASBAC** Ben McMillan (EFS) has volunteered to serve on the Administrative Systems and Banner Advisory Committee (ASBAC).
- v. **Apportionment** of Elected Faculty Senators (EFSs) to academic units (colleges, library) has changed this year. CoAS has decreased 1 EFS to 17. CoB has increased 1 EFS to 6. CoE remains the same at 4 EFSs. CoHS remains the same at 5 EFSs. Library remains the same at 2 EFSs.

b. **USGFC (University System of Georgia Faculty Council) Update**

- i. **College of Coastal Georgia** For the purpose of institutional awareness, the College of Coastal Georgia announced a national search for its next president.
- ii. **BoR Policy Update** For the purpose of institutional awareness, "The Board of Regents (BoR) of the University System of Georgia (USG) met on October 10th and 11th. . . . [and] approved a new policy and revised several others. Many of the revisions were brought forward as part of the broader Policy Manual Review that is ongoing and being led by Legal Affairs and Organizational Effectiveness, with wide participation from USG institutions. The purpose of the review process and revisions made at this meeting are to increase efficiency, to ensure consistency, and to simplify the BoR Policy Manual. A listing of new and revised policies are as follows:

1) Academic Affairs

- a) Board Policy 3.4.1 Semester System
- b) Board Policy 3.4.2 Uniform Academic Calendar
- c) Board Policy 3.4.3 Religious Holiday Schedule
- d) Board Policy 3.4.4 Exceptions

2) Student Affairs

- a) Board Policy 4.1 General Policy
- b) Board Policy 4.1.1 Institutional Responsibility

3) Finance & Business

- a) Board Policy 7.3.1.6 Tuition for "Move on When Ready Program"
- b) Board Policy 7.3.4.4 Waiver of Fees for "Move on When Ready Program"

4) Personnel

- a) Board Policy 8.3.5.4 Post-Tenure Review for Tenured Faculty and Administrators

5) Facilities

- a) Board Policy 9.13 Weapons (Source: Letter from Chancellor Steve Wrigley to USG Presidents)

- iii. **USGFC Meeting** on Friday, 1 Dec 2017. Let Alex Blazer or Glynnis Haley know topics of discussion that you're interested in.

6. **FACULTY AFFAIRS POLICY COMMITTEE (FAPC)** – David Johnson

*Officers: Chair David Johnson, Vice-Chair Ashley Taylor, Secretary Sarah Handwerker*

- a. **Meeting** FAPC met on 6 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.
  - i. **Motion** FAPC voted to submit a motion to university senate to ENDORSE a Peer Teaching Evaluation Pilot Program. Anticipate this motion to be presented at the 17 Nov 2017 university senate meeting.

- ii. **ECUS Composition** FAPC members recommend against restructuring ECUS, seeing the importance in having all academic units (colleges, library) represented. However, ECUS may want to consider canceling the monthly meeting that does not include the standing committee chairs. (Does ECUS need two meetings? What about only one meeting with the committee chairs?).
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 6 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.
    - i. **Sustainability: Recycle/Trash Bins** RPIPC heard from Lori Strawder and Kristen Hitchcock (representatives from the GC Sustainability Council) about how the recycling program is being implemented in different places across campus. Highlights include: new programs being phased in in recent years to help improve recycling accessibility and information sharing to faculty, staff, and students (e.g. Bobcats Work Green (a campus-wide information-sharing initiative)). Also, Building Services manages the process of trash and recycling pickup in their respective buildings (not the Sustainability Office).
    - ii. **Shared Sick Leave Motion** After first drafting a motion regarding the *GC shared sick leave program* policy, which aligns with USG/BoR policy, the committee then acknowledged that, as a BoR policy, University Senate does not have the authority to modify the policy. RPIPC voted to delete the policy motion sent up to ECUS in Sept 2017.
    - iii. **RPIPC Composition Revision** RPIPC members voted to formally propose a change to the *RPIPC Membership* to include among its 13 members an appointed CIO representative. The following change has been voted on by RPIPC: 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.”
    - iv. **12-month Pay Option** Susan Allen discussed the 12-month pay distribution option, which will be available to 10-month employees beginning August 2018 (the start of FY19). Susan noted that, because the pay distribution option would go into effect each August 1, even if an employee leaves the institution mid-year, there will not be any issues regarding over/underpayment to that employee.
8. **STUDENT AFFAIRS POLICY COMMITTEE** (SAPC) – Wanda Johnson for Emily Gomez  
*Officers: Chair Emily Gomez, Vice-Chair Wanda Johnson, Secretary Simplice Tchamna-Kouna*
- a. **Meeting** SAPC met on 6 Oct 2017 from 2:00pm to 3:15pm. The following topics were discussed.
    - i. **GIVE Center** Registration for volunteering requires a background check - do all volunteers really need this? Should there be separate requirements for specific types of volunteers? (Question raised by John Swinton at last ECUS-SCC meeting). Will look into adding separate volunteer options to the website <http://www.gcsu.edu/give-center/volunteerism> - those that involve registration and those that don't.
    - ii. **Academic Calendar** Questions for University Registrar Kay Anderson regarding issues with registration.
      - 1) Ability to add classes online through first Friday of classes
      - 2) Date to withdraw with a W grade
 Discussion items of the SAPC conversation:
      - 1) Currently the Add date is 3 days after the semester begins and the Drop date is 5 days. Interest in extending the Add date online to the first Friday, the same as the Drop date.

- 2) Extending the Withdraw period by one week to receive a W and not a WF with the purpose of receiving midterm feedback and allowing time for a student to discuss options with their professor, academic advisor and parents.

iii. **Next SAPC Meeting**

- 1) Veronica Womack will join us to discuss the Diversity Action Plan.
- 2) We will invite Dr. Salad to discuss ways to improve Early College students' experience on campus so that they will want to attend GC.

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

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

a. **SGA Activities** Gabrielle Aladesuyi read the remarks from SGA President Mike Muller.

Good afternoon University Senate,

I apologize for being unable to join you today, I have been lucky enough to be able to attend ISA South this year to present research at a conference. Student Government is keeping busy this year through our work in many different areas of campus life.

It is a mission of this SGA to improve student accessibility and campus life for my administration. Our Student Services Committee, is taking the lead by working to ensure a high level of accessibility for our sorority women next year as some make their move to the fantastic Living Learning Community.

I am working closely with student leaders, other SGA members, faculty, and staff on university wide diversity initiatives, and I thank Dr. Womack for all her work she has committed to this vital part of our campus.

Student Senator, and committee chair of Academic Affairs, Cameron Watts will begin to attend APC as a visitor during its committee meetings.

Thank you all for all you do for this university. Please reach out to me by email at [sga.president@gcsu.edu](mailto:sga.president@gcsu.edu) if you have any questions.

I hope you have a good weekend!

**ANNOUNCEMENTS/ INFORMATION ITEMS:**

1. **UNIVERSITY CURRICULUM COMMITTEE AD HOC TASK FORCE UPDATE** – John R. Swinton

As the university senate representative to this task force, I am sharing the following with you.

a. **Initial meeting** (11 Oct 2017) to discuss Undergraduate Curriculum Committee:

- i. **Purpose of meeting** Draft a document that spells out the workings of a university curriculum committee. When asked specifically whether we were to debate the advisability of such a project, we were told that our task was simply to focus on a document that would enable such a committee.

ii. **Key developments:**

- 1) Two different models were suggested:
  - a) Mirror Graduate Council – problem with this is that undergraduate education includes mission and core curriculum that impact everyone.
  - b) Have Colleges handle their own curriculum which would avoid the need of a university-wide committee. Problem with this is that there are issues of interdependencies across the undergraduate curriculum that would require campus-level oversight.
- 2) Any committee created will serve the function of reviewing curriculum changes (similar to SoCC now but include all 120 hours).
- 3) Any committee created would be largely outside of university senate. Reporting would be as information items. There will be a need to negotiate what issues (broad curricular issues that involve university policy) will come through university

senate. The current discussion has ECUS routing issues to appropriate committees if university senate has jurisdiction.

- 4) CAPC would continue to exist (current name change suggestion EAPC). Its focus would be curriculum policy and perhaps campus assessment policy issues.
- 5) Minutes from the first meeting of this task force are available. I have forwarded a copy to Craig Turner for attachment to the 20 Oct 2017 university senate meeting minutes as a supporting document for this report.

b. **Questions** were invited from the floor. There were none.

**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 4:35 p.m.

**SUPPORTING DOCUMENTS:**

1. There was one supporting document submitted for attachment to these minutes.
  - a. Minutes for the first meeting of the University Curriculum Committee Ad Hoc Task Force to supplement the update provided by John R. Swinton in Announcements/Information Items.