**2022-2023 University Senate**

**Minutes for the 24 Mar 2023 Meeting**

*University Senate Officers: Presiding Officer Jennifer Flory,*

*Presiding Officer Elect Rob Sumowski, Secretary Alex Blazer*

**Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| **Members** | **P denotes Present** | **A denotes Absent** | **R denotes Regrets** |
| Ashley Banks-P | Matt Davis-A | Rui Kang-R | Peter Rosado-R |
| Kevin Blanch-P | Donovan Domingue-R | Alesa Liles-P | Lamonica Sanford-P |
| Alex Blazer-P | Hank Edmondson-A | Leng Ling-R | Liz Speelman-R |
| Robert Blumenthal-R | Josefina Endere-P | Karl Manrodt-P | Costas Spirou-P |
| Linda Bradley-P | Kerry James Evans-P | Nadirah Mayweather-P | Mariana Stoyanova-P |
| Kell Carpenter-P | Jennifer Flory-P | Rebecca Meghani-A | Rob Sumowski-P |
| Rodica Cazacu-P | Brad Fowler-P | Lorraine Milam-A | John Swinton-P |
| Mikkel Christensen-P | Catherine Fowler-R | Matthew Milnes-P | Sandra Trujillo-R |
| Benjamin Clark-P | Damian Francis-P | Lyndall Muschell-P | James Welborn-P |
| Kaitlin Congdon-P | Greg Glotzbecker-P | Sarah Myers-P | Benjamin Whittle-P |
| Cathy Cox-P | Gail Godwin-R | Jinkyung Park-R | Diana Young-P |
| Nicholas Creel-P | Sabrina Hom-P | Amy Pinney-P |  |
| Paulette Cross-R | Stephanie Jett-P | Frank Richardson-A |  |
| **Guests** | **Role on University Senate or Position at the University** | | |
| Jim Berger | Director, Center for Teaching and Learning | | |
| Lee Fruitticher | Chief Business Officer and Member of the 2022-2023 RPIPC | | |
| Rhonda Griffin | Administrative Assistant of the Office of the Provost and Administrative Assistant of the 2022-2023 University Senate | | |
| Susan Kerr | Chief Information Officer and Member of the 2022-2023 RPIPC | | |
| Brett Montroy | General Counsel, Legal Affairs | | |
| Holley Roberts | Associate Provost for Academic Affairs and Director of The Graduate School | | |

**Call to Order** Jennifer Flory, Presiding Officer of the 2022-2023 University Senate, called the meeting to order at 3:30 p.m.

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

1. **Motion**
   1. Motion 2223.CON.004.O Revised Slate of Nominees 2022-2223
      1. *Emanuel Beasley replaces Lauren Schroeder as SGA Appointee on DEIPC*
2. **Agenda/Minutes**
   1. University Senate Meeting Agenda (24 Mar 2023)
   2. University Senate Meeting Minutes (24 Feb 2023)

A **motion** *to adopt the consent agenda* was approved by voice vote with no proposed extractions, no further discussion, no dissenting voice, and only voting members of the university senate eligible to vote.

**Unfinished Business** There was no unfinished business.

**New Business**

1. **Motion 2223.DEIPC.001.P GCSU Syllabus Statement on Diversity, Equity and Inclusion** On behalf of the committee, Linda Bradley, DEIPC Chair, presented the motion “To add the attached GCSU Syllabus Statement on Diversity, Equity, and Inclusion to Required Syllabus Statements.”
   1. **Supporting Documents** Supporting documentation was available in the online motion database: https://senate.gcsu.edu/motions/gcsu-syllabus-statement-diversity-equity-and-inclusion-03142023
      1. *GCSU Syllabus Statement on Diversity, Equity, and Inclusion.docx*
   2. **Referenced Material** Current required syllabus statements as present on the Registrar’s website: <https://www.gcsu.edu/registrar/required-syllabus-statements-registrar>
   3. **Contextual Information** The committee sought feedback on ways to use the diversity statement across campus beyond the syllabus. The committee values inclusive environments and diverse voices. The motion passed committee vote. The committee offers this statement in the same spirit as the required syllabus statement on mental health. The committee understands that individual faculty might want to have additional policies; the statement is a starting point.
   4. **Discussion** When Jennifer Flory called for questions and comments, many were forthcoming.
      1. Question: Is there a reason for the phrasing “classroom environment” rather than “learning environment.” The statement would also be included on a syllabus for interns.
      2. Answer (Chair): There is no such thing as a final draft.
      3. Answer (Committee Member): The statement started out as accompanying a classroom syllabus.
      4. Comment (APC Member): APC did not cosponsor the motion because we thought the statement was better served as a vision statement at the university level rather than buried in required syllabus statement. A required syllabus statement is a policy rather than a vision. We suggest putting the statement forward as a value statement rather than a required syllabus statement.
      5. Comment (APC Chair): APC supports the intent of the statement. Additionally, we thought the statement could be tied to the student code of conduct, specifically rules 100 (adverse impact), 104 (bias incident), 108 (discrimination), and 118 (harassment). Finally, we suggest that the University President read the statement at convocation and the statement be included in a university diversity statement.
      6. Comment (President): I thank the committee and appreciate everything about the statement. Where we need to be thoughtful is how and where we use the statement. In the current environment, speech we compel as a government entity and state institution is increasingly scrutinized. If we required a faculty member to put the statement on their syllabus, it would constitute an issue of academic freedom. We can use it as an institutional value statement in different ways, such as convocation or a recommended (not required) statement for faculty to use on a syllabus, which is endorsed by University Senate. My concern is using the leverage of the state to compel faculty to implement a belief statement.
      7. Comment (APC Member): The university website has three different diversity statements. Those could be places where this statement could be further contextualized.
      8. Comment (DEIPC Member): As the drafter of the statement, this statement captures the sentiment of the statements on the university website.
      9. Comment: Inconsistency across the university can be problematic.
      10. Comment (Chair): Regarding the idea of recommended syllabus statements, although we haven’t had recommended syllabus statements does not mean that we cannot create and use them. A student could see a required syllabus statement and not know if the faculty member actually believes it. Students want to be sure the classroom is a safe space as well as whether or not the faculty member is an advocate.
      11. Comment: Most faculty simply put a link to the “Required Syllabus Statements” page on their syllabi, which trivializes the statements. From what I’m hearing, you want to send a message to students regarding safe spaces. Such a message should be placed in a vision statement.
      12. Comment: I have trouble getting students to read the syllabus. Every time I add one more line to the syllabus, the syllabus loses value.
      13. Comment: Much of this statement is derived, almost verbatim, from our university-level diversity statement. This statement constitutes one more space to assert our university values.
      14. Question: Policies are supposed to have outcomes. What is the outcome that the committee desires when putting this statement on a syllabus?
      15. Comment: There’s nothing keeping any instructor from writing their own diversity statement. DEIPC is providing a statement. I don’t see a problem if the statement is an option for faculty.
      16. Comment: The intent of the statement is to create a baseline for faculty to establish their own statements that are consistent with university values.
      17. Comment: I appreciate that this statement is being proposed. Some of us use statements like this because they are important to community and setting. This is a welcome good to share with my students. It is striving to bring awareness to students to what some of us believe collectively. I am not concerned with it being buried in the syllabus because I bring it to light. I fully support the statement.
      18. Question: I understand the preference for “recommended syllabus statement” over “required syllabus statement.” However, are we sending an inadvertent message by having it recommended rather than required?
      19. Comment: I believe it is a good idea to make this a recommended statement. I echo President Cox’s sentiments. We need to be careful because the state legislators decide who receives funding and who doesn’t.
   5. **Senate Action**
      1. A **Motion** *to amend the motion from “required syllabus statement” to “recommended syllabus statement and the statement phrasing from “classroom environment” to “learning environment”* was made, seconded, and ***Approved*** by voice vote with University Senators eligible to vote (1 nay).
      2. Motion 2223.DEIPC.001.P was ***Approved*** by voice vote (5 nays) with no additional discussion and only university senators eligible to vote.

**President’s Report — President Cathy Cox**

1. **Campus Updates**
   1. **Campus events today!** It has been an exciting day on our campus today! We cut the ribbon this morning at the new Andalusia Interpretive Center and will be celebrating Flannery O’Connor’s 98th birthday there tomorrow with all kinds of activities. Free tours, readings and book signings by O’Connor authors, birthday cake, and more start at 1:00 p.m. and continue all afternoon. Details are in a story on the front of our GCSU website (<https://frontpage.gcsu.edu/node/14028> ).
   2. **TedX** We are also hosting our first TedX talks today, our annual Women’s Conference is probably wrapping up about now, a dynamic guest artist musician performed last night with Dr. Bryan Hall and will perform again this coming week in concerts with our bands – so I hope you will take advantage of the enriching opportunities like these which you find on great liberal arts campuses.
2. **Searches**
   1. **Interim Vice President for University Advancement** In my email to campus on March 16, I announced Mr. David (Dave) Fraboni would be joining us as Interim Vice President for University Advancement. Mr. Fraboni has joined us and has hit the ground running. Please join me in welcoming Dave to GCSU. We will kick off the search for the next vice president in the near future. Provost Costas Spirou has graciously agreed to chair this search and will work in collaboration with WittKieffer Search Firm.
   2. **Chief Diversity Officer Search** Dr. Dan Nadler, Interim Vice President for Student Life, has agreed to chair this search. The search committee is composed of the following individuals.
      1. Dr. Dan Nadler, chair
      2. Josefina Endere, Senior Budget Director, Finance & Administration
      3. Melissa Gerrior, Women’s Center Program Coordinator, Student Life
      4. Dr. Indiren Pillay, Chair, Professor of Biological and Environmental Sciences
      5. Lori Milam, Administrative Assistant, College of Health Sciences, Staff Council Representative
      6. Manny Beasley, Student Representative
      7. Joyce Norris Taylor, Assistant Professor, Nursing, University Senate Representative
   3. **Director of Internal Audit and Advisory Services** Following the departure of Ms. Stacy Mulvaney earlier this month, Mr. Brett Montroy, General Counsel, has agreed to chair the search for our next internal auditor. Meanwhile the staff of the USG Auditor’s office will be conducting some system-wide audits for us that are ongoing, along with helping us meet any campus audit needs we have until this position is filled.
3. **State Budget Update**
   1. The Georgia General Assembly’s 2023 legislative session is down to its final two days next week and the FY24 state budget is, to put it mildly, at the center of a battle royale.
   2. The good news is that the design funds for Herty Hall have been put back into the bond package for the USG’s capital budget in both the House and Senate versions of the bill, and we feel relatively good about our ability to keep that project out of the current battles going on and get it into the final conference committee budget. There seems to be strong support for our project, and as I mentioned last month, our local legislators, Sen. Rick Williams and Rep. Ken Vance, have been super champions for us on this effort – so please thank them when you see them back in town after the session – or send them a note of thanks!
   3. In the FY24 budget, there does appear to be good support for all state employees to get another $2,000 cost-of-living raise; that amount appeared in both House and Senate budgets, along with the Governor’s original proposed budget, so we anticipate that it will make it to the finish line. It would be effective July 1, if it passes.
   4. The precarious news is that the Senate version cut more than $100 million out of the USG’s operational budget – and that would flow downhill to us as a cut of more than $2 million for next year ($1.5 million in instructional costs and almost a half million to our health insurance costs). I’ve talked to numerous legislators in recent days to explain that we do not have the ability to absorb this kind of a cut, and the legislative leaders are urging us to be patient and see what comes out of conference committee negotiations over this weekend and into the first of the week. So say your prayers, cross your fingers, and otherwise ask for good karma to surround the budget conferees for a good result next week.
4. **Fall 2023 Enrollment** Dr. Spirou will give you the details on the fall enrollment outlook, but all signals point to the largest first-year class in Georgia College history. We have been making the case to the USG leadership that we need the resources to serve these students appropriately – and that plays even further into the reasons we cannot absorb a $2 million cut when we’re preparing for our largest ever entering class. But this kind of enrollment opportunity is definitely a good problem to have, and you’ll be hearing a lot more about it as the application and deposit deadlines approach and the class size really solidifies.
5. **Promotion and Tenure** The Provost has sent all 21 of the Promotion and Tenure files to me for my review, so I want you to know that I am the hold-up on getting these completed! I also, like last year, want to meet individually with all candidates for tenure – not as an effort to scare anyone but because this is such an important stage in the career of a faculty member and in the life of the university. So those meetings are being scheduled and I look forward to having good conversations with those faculty members in the next couple of weeks.
6. **Modified Summer Schedule Reminder** The campus-wide modified summer schedule we announced earlier will begin on Monday, May 8, and will conclude on Friday, August 4, 2023.
7. **Save The Dates**
   1. *GCSU Research Day*

March 29, 2023

* 1. *Celebration of Excellence*

Friday, April 21, 2023

9:00 a.m. – Russell Auditorium

* 1. *Midnight Breakfast*

Monday, May 1, 2023

9:45 p.m. - The MAX

* 1. *Spring Graduate & Undergraduate Commencement Ceremonies:*

Centennial Center

College of Health Sciences Friday, May 5, 2023 at 2:00 PM

College of Education Friday, May 5, 2023 at 7:00 PM

College of Business and Technology Saturday, May 6, 2023 at 9:00 AM

College of Arts and Sciences Saturday, May 6, 2023 at 2:00 PM

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

1. **Colleges and Library**
   1. **College of Arts and Sciences**
      1. **Forensics and Debate Team** The Department of Communication’s new Forensics and Debate team finished in second place in the Division Three Category at its very first tournament in March at the University of North Carolina—Charlotte. Three students were finalists in the Informative speaking, Slam Poetry, and Extemporaneous Speaking categories.
      2. **Freshman Philosophy Major Hunter Coates** just published a book on the philosopher Jacques Lacan: *Conspiracy and The Subject: A Lacanian Enterprise*.
      3. **The Student Math Jeopardy Team** won first place at the Mathematics Association of America (MAA) Southeastern Conference at Coastal Carolina University.
      4. **Student Posters at the Southern Psychological Association Conference** The Department of Psychological Science is taking 21 students to present posters at the Southeastern Psychological Association conference in New Orleans in April.
   2. **College of Business and Technology**
      1. **Executives Forum** Economics faculty Alexandre Scarcioffolo worked closely with three students to develop an economic forecast for Georgia. The findings were presented to local business leaders during the Executives Forum on Monday March 20, 2023.
      2. **GCBizCast** Our CoBT students' podcast (GC BizCast)has entered its second season. Ten CoBT students from across majors work closely with Ward Risvold on this effort. Many thanks to the collaboration with the College of Arts & Sciences and their Mass Communication students, staff, and faculty. Recent guests include Greg Lane, Senior Executive of the CIA (ret.), Susan Clark Muntean, co-author of *Entreprenurial Ecosystems: A Gender Perspective*, and Chris Ceplinski from BLR, an HR solutions company. Upcoming episodes include our own faculty Nicholas Creel and Kendra Evans. Previous guests include Alex Edmans, finance professor (London Business School) and author of *Grow the Pie: How Great Companies Deliver both Purpose and Profit,*Ted-Talk favorite and CEO of Courageous Leadership, Brooke Deterline, and our own Tanya Goette and Meg Geddy as well as other fascinating episodes.
      3. **Robins Airforce Base 21st Century Partnership** The IS/CS Dept received a sizable donation from the Robins Airforce Base 21st Century Partnership. The $20,000 gift will go to support students in IS, CS, and DS.
      4. **Dr. Joanna Schwartz** was selected as the recipient of the [2023 Felton Jenkins, Jr. Hall of Fame Faculty Awards by USG](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.bbnews.today%2Fnews%2Fgcsu-professor-awarded-2023-hall-fame-faculty-award&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7Cfdc8d237fcd34ce208f908db2afba03a%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638151032427804854%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=cDn47zPiz%2FaPTsuLvk5VnTCg57oRPCsd80JBowWxQNI%3D&reserved=0)!
   3. **College of Education**
      1. **Doctoral Student Cohort** The fifth cohort of five EdD students has been selected. This brings the total to 32 students over the five-year period.
   4. **College of Health Sciences**
      1. **The COHS Poverty Simulation** is scheduled for March 24, 2023 at 2:00 p.m. in the Movement Lab in HSB and the COHS Scholarly Luncheon will take place on March 27, 2023 at 11:30 a.m. in the Magnolia Ballroom.
   5. **University Library**
      1. **LibQUAL+ Survey** Russell Library is participating in the national LibQUAL+ survey sponsored by the Association of Research Libraries (ARL).  The survey, which will be open through April 7, measures campus perceptions of library service.  The results will help to inform and help us assess and improve our services.  The survey should only take approximately 5 minutes to complete and is open to students, faculty, and staff.  To access the survey and to learn more about it, please visit [https://libguides.gcsu.edu/LibQUAL/StartSurvey](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Flibguides.gcsu.edu%2FLibQUAL%2FStartSurvey&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7Cd6163e738d974db0216b08db2ae834c2%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638150949025065267%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=UP8gHu7aO%2B0my9PCDz9WMJY%2FKRrkoD%2FGXNr6bmntTkw%3D&reserved=0).
2. **Schools and Honors College**
   1. **The Graduate School**
      1. **Application Fee Waiver Campaign** The Graduate School launched an application fee waiver campaign March 20 – April 3.
      2. **The Graduate Enrollment** report is showing a slight increase in applications and enrollments for summer 2023. Graduate Admissions would like to thank everyone for their continued efforts to assist in recruiting, admitting, enrolling, and supporting graduate students.
      3. **Graduate & Professional Student Appreciation Week**, March 27-31, 2023 will include the following events: professional headshots, virtual networking, *Research Day*, 5th Annual Spring Reception, and the Graduate and Professional Students Appreciation Give Away.
      4. **Outstanding Graduate Assistant Award** The Graduate School received 15 nominations for the Outstanding Graduate Assistant Award. The winners will be named at the Graduate School’s 5th Annual Spring Reception, that will be held on Thursday, March 30th from 5:30-6:30pm.
      5. **Travel Grant Awards** The Graduate School, through its Graduate Research Travel Grant Program Committee, awarded five Travel Grant Awards.
   2. Honors College
      1. **Legends of Honors** On Wednesday, March 22, Jennifer Graham, `05, Interim Chief Diversity Officer and Director of the Women's Center at GCSU, delivered the spring semester’s final Legends of Honors Zoom presentation on “Learning and Unlearning: Exploring Feminist and Inclusive Leadership.” Current students, incoming students, faculty, and friends were all in attendance.
      2. **Saladin Scholars Awards Ceremony & Research Day Kickoff Keynote Address** On Tuesday, March 28 at 6:00 p.m. in Magnolia Ballroom, the Honors College and MURACE are hosting the Saladin Scholars Awards Ceremony & Research Day Kickoff Keynote Address featuring Destenie Nock, Assistant Professor of Public Policy and Civil & Environmental Engineering at Carnegie Mellon University, who will deliver an address titled “Stepping Stones for a Meaningful Career.” Please see [https://forms.office.com/r/3kGEPdnSNy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fforms.office.com%2Fr%2F3kGEPdnSNy&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7C38b9c180084d48c58b6408db2ae9ab0a%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638150955312064919%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=f3BWYJZVaN4O1AWTouwtJyRQK1U6T4X%2BQj1fgzSESj0%3D&reserved=0).
3. **Offices and Programs**
   1. **The Leadership Programs**
      1. **TEDxGeorgiaCollege** In partnership with TED, Georgia College’s Leadership Programs are bringing TEDx to Georgia College and Milledgeville. The inaugural TEDxGeorgiaCollege will take place on Friday, March 24th, in the Campus Theatre in downtown Milledgeville. The theme for this event is the Power of the Public Square, and will feature nine different speakers. Leadership is hosting the *TedxGeorgiaCollege* event today. Harold Mock, Director of Leadership Programs has organized an excellent event. Partners include GC Journeys and Office of the Provost.
   2. **MURACE**
      1. **The Fifth Annual Posters at the Capitol** took place on Monday, February 27th. Georgia College & State University was tied for sending the most projects (5) and the most students (7). It was an excellent event that showcase the exceptional work of our students at the university. Please see <https://vimeo.com/803100044>
      2. **National Conference for Undergraduate Research** GCSU will be bringing more than 20 undergraduate students to the National Conference for Undergraduate Research on April 13-15 at the University of Wisconsin Eau Claire.
   3. **Office of Admissions**
      1. **Admitted Student Receptions** are opportunities for students who have already applied and been admitted for the incoming freshman class to meet one another at a local venue. This also gives them the opportunity to meet with members of various departments and organizations on a more casual and intimate basis. Our upcoming ASRs are Lawrenceville (March 27), Savannah (March 28), Macon (April 11), Cumberland (NW Atlanta - April 13), and Milledgeville (April 18). With the immense interest in GCSU, we have already increased capacity for some of our locations to accommodate even more future Bobcats!
      2. **Applications** The Office of Admissions has received a record number of first-time student applications for fall 2023. As of March 20, we have received 7,353 applications, a 42% increase over last year. We have admitted 4,815 students, a 65% increase over last year (3.66 GPA). We have received 1,375 confirmation deposits, a 52% increase over last year.
      3. **Junior Day** will be held on April 22nd and is an opportunity for high school juniors to come and experience campus beyond what is offered on a regular campus tour. Students will have the opportunity to participate in three different academic sessions, ranging from how to write a college application essay to nursing in the 21st century. We currently have 137 prospective students registered for this event.
      4. **Recruitment** travel for this cycle is wrapping up, and we have made over 15,600 contacts with prospective students and their families during the fall and spring semesters.
      5. **Springfest** The university organized Springfest on Saturday, March 4, 2023. This year’s Springfest was a record-breaking event, hosting 458 future Bobcats. In combination with their families/guests, we welcomed 1,106 guests to our beautiful campus. Thank you to the many, many departments across campus who helped make the day so successful and go down as the largest admissions event in university history!
   4. **Office of Financial Aid**
      1. **Baldwin High School and Putnam High School** GCSU Financial Aid team recently collaborated with Baldwin High School and Putnam High School to assist students with Financial Aid. High School seniors at Baldwin High School were assisted with how to complete the Free Application for Federal Student Aid. The team shared valuable resources with Putnam County High School’s 9th through 12th grade families to ensure they have information to assist them with scholarship opportunities, federal financial aid, and other important information to assist with financing educational goals.  GCSU will be participating in Hancock High School College and Career Expo on March 31st.
   5. **Office of Grants & Sponsored Projects**
      1. **Research Day Panel** The Office of Grants and Sponsored Projects cordially invites you to join the upcoming Georgia College & State University Research Day panel. The panel discussion is entitled “Research and Creative Activities as Effective Pedagogy” and will be held on March 29, 2023, at 11:00AM in the Peabody Auditorium. The panel will engage the campus community in a discussion on the importance of research at a predominantly undergraduate institution as well as what student research can look like at Georgia College & State University. For more information please contact[Grants@gcsu.edu](mailto:Grants@gcsu.edu)**.**
   6. **Office of Institutional Research and Effectiveness**
      1. **SMART Reports** were due March 23rd. Please complete these as they are essential evidence for our SACSCOC reaffirmation. If you need any assistance contact Lauren Farmer at extension 3350 or [lauren.farmer@gcsu.edu](mailto:lauren.farmer@gcsu.edu).
      2. **Surveys** The Office of Institutional Research and Effectiveness is completing the Big Futures Survey (old College Board Survey), Peterson’s Annual Survey on Undergraduate Institution, Peterson’s Annual Survey of Financial Aid, and the IPEDS HR survey.
   7. **Office of Student Success & Career Development**
      1. **The First Destination Survey,** which captures information regarding how new college graduates fare in their careers within six months of graduation, is now open for Spring and Summer 2023 graduates. Students may access the survey here:  [https://gcsu.joinhandshake.com/first\_destination\_surveys/6143](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgcsu.joinhandshake.com%2Ffirst_destination_surveys%2F6143&data=05%7C01%7Crenee.ritchie%40gcsu.edu%7Ce93f2237063243e04f6c08db2afae2f2%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638151029252897691%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=KyMtWsrZvJS4YFVXpCAMArsEVWxhkHf0vXV%2BS%2BmJgBA%3D&reserved=0)
      2. **Student Success and Retention Series** The first two sessions of the Student Success and Retention Series were a great success. Collectively the sessions reached over 60 faculty and staff members. The next installation of the series will take place March 27ᵗʰ at 12:30 pm in the Pat Peterson Museum of Education Room and will be facilitated by Dr. Indiren Pillay. During his session, Dr. Pillay will share how the Biology department engages freshman students to increase engagement and retention.
4. **Centers and Institutes**
   1. **Andalusia Institute**
      1. **Book Discussions** To support Flannery O'Connor's birthday celebration, Andalusia Institute hosted in person and virtual discussions of Flannery O'Connor's "Good Country People" on Thursday, with participants around the country.
      2. **Writing for Success Grant** Andalusia Institute is continuing its work with the Baldwin County school as part of the "Writing for Success Grant," a grant that the Andalusia Institute received from the Department of Education to help build a Flannery O'Connor related literacy unit for the entire Baldwin County 5th grade. The Andalusia Institute has engaged mentors to help with the project, and will start in class writing support next week. For more information, visit the website: <http://writingforsuccess.gcsu.edu>. As part of this grant, 5th graders from Midway Hills Academy will visit the Andalusia Interpretative Center next week 3/28-3/30.
   2. **Center for Georgia Studies**
      1. **Spring Lecture** The Center for Georgia Studies in the Department of History and Geography brought in Yami Rodriguez, Department of History, Emory University, on March 22. Yami Rodriguez delivered a talk titled “Constructing the International City: Latinx Labor, Politics & Culture in Atlanta, 1950s-2000s.”
   3. **Center for Innovation and Entrepreneurship**
      1. **Bobcat Business Builder Bootcamp** In the Center for Innovation and Entrepreneurship’s inaugural [**Bobcat Business Builder Bootcamp (B-Quad for short)**](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffrontpage.gcsu.edu%2Fnode%2F13779&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7Cfdc8d237fcd34ce208f908db2afba03a%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638151032427804854%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=zuPkQOoMeR70uijheFRlrqU3KvDI4hn%2Fh0WnpimKyHk%3D&reserved=0)Ward Risvold and Hasitha Mahabaduge worked with ten aspiring student entrepreneurs on developing a business plan to design and build a prototype with the technology available to them on campus (i.e., 3D printers). Later this month, the Center will engage students in the Best Investment Pitch competition at Venture Capital Challenge (VC-Squared).
      2. **UNM Anderson Global Scaling Challenge** The Center for Innovation and Entrepreneurship recruited seven students to form two teams for the UNM Anderson Global Scaling Challenge which will take place at the end of March. One team from GCSU is advancing to the finals in April. James McCammum, and Joe Dubskyand Grant Jones presented on how to monetize an AI program that predicts satellite failure. The finals take place April 15-16.
   4. **Center for Teaching and Learning**
      1. **Community-based Engaged Learning Grants** GC Journeys and the Center for Teaching and Learning (CTL) have awarded three CbEL awards for Fall semester. The recipients of these awards:
         1. Sandra Godwin "Solving the Food Waste Problem"
         2. Carrie Cook, "Community Recreation as a Gang Alternative"
         3. Aurora Castillo-Scott and Lee Kirven "Promoting GCSU College Life to the K-12 Community"
      2. **Community-based Engaged Learning Survey** The two CbEL Faculty Fellows, Liz Speelman and Kevin Hunt, have designed a survey to track faculty participation in CbEL courses. This survey already has 47 responses from GC faculty. This survey will be extremely important for data collection as part of our Carnegie Classification.
      3. **Courses** The Center for Teaching and Learning will be offering a number of courses to faculty. Improving Your Online Course (IYOC) is aimed at supporting those preparing to teach online this summer. A number of courses, for the first time ever at GCSU, have been added through Quality Matters (QM).  Completing these face-to-face courses leads to a QM certification. The dates for IYOC are March 27 & 29 OR March 28 & 30. For more information, please contact the Center for Teaching and Learning. Another session focuses on Digital Humanities. For more information please contact the CTL. Registration information can be found at this [Registration Link](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fapp.smartsheet.com%2Fb%2Fform%2F038079b408964ed7a21606297e3b2e9d&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7Cf968a5e2b6384b05e6f808db2622aefd%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638145702623238670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=NySC9RNRBOv1PfFGHATbsj9bbBwg3dQ%2B5R%2BlCzMklsc%3D&reserved=0).
      4. **Open Labs** As a reminder, our campus is phasing out the use of WebEx by 6/1/2023.  The Center for Teaching and Learning (CTL) and Information Technology (IT) encourage you to attend 1 of 4 upcoming open labs to help you learn how to effectively utilize Teams. The next labs will be April 10th and April 11th.
      5. **The Fourth Annual Summer High-Impact Practices Institute** will take place this summer. Look for a call from the Center for Teaching and Learning.
   5. **Sandra Dunagan Deal Center for Early Language and Literacy**
      1. **Portrait** Valerie Aranda, Professor of Art, is working with senior art major Damara Sochacki and the Sandra Deal Center to create a special portrait of Mrs. Deal for the Center.
      2. **Searches** The Sandra Dunagan Deal Center for Early Language and Literacy is searching for the following three positions:
         1. Research Associate
         2. Early Language Professional Development Specialist
         3. Early Literacy Professional Development Specialist
5. **Initiatives and Projects**
   1. **GC Thrive** The GC THRIVE Program is currently accepting applications for students with intellectual disabilities to begin the program in Fall 2023.  There will be a GC Thrive reception on March 30th from 11:00-12:15 in the Kilpatrick Auditorium.
6. **University Committees and Task Forces**
   1. **University Strategic Planning Committee** The Strategic Planning Steering Committee hosted two Town Hall events, one face-to face and one virtual, to share updates on the strategic planning process, providing information on the strategic pillars, and to seek feedback on the pillar descriptions, goals, and objectives. Approximately 75 stakeholders attended including students, faculty, and staff. The feedback was summarized and reviewed by the Strategic Planning Steering Committee at their meeting on Wednesday, March 22. The committee will continue to provide updates on the [Imagine 2030 website](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gcsu.edu%2Fimagine2030&data=05%7C01%7Ccostas.spirou%40gcsu.edu%7Ccde482f2cd534a3ae37508db2b14d047%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638151140618395133%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=HzRksp4U8wF1TE%2BIMOzE9dDZFVnkyaD%2B4UGPfm5pU1M%3D&reserved=0).
7. **Conferences and Meetings**
   1. **100th Annual Meeting of the Georgia Academy of Science** Georgia College & State University hosted the 100th Annual Meeting of the Georgia Academy of Science (March 3-4, 2023). The Academy brings together STEM colleagues from across the state in the disciplines of Biology, Chemistry, Earth and Atmospheric Sciences, Physics, Math, Computer Science, Biomedical, Anthropology, Psychology, Philosophy and History of Science and Science Education. This is the third time that Georgia College has served as the host institution in the past 20 years. About 200 attendees participated and Georgia College had presentations from 40 undergraduate and graduate students.
   2. **Momentum Summit VI** GCSU participated in the USG Momentum Summit VI in Statesboro, Georgia represented by Jordan Cofer, Erin Weston, Jim Berger, and Ashley Copeland.
8. **Curriculum**
   1. **New Concentrations** The Biomedical Sciences (Biology) and Medical Physics (Physics) concentrations have been approved by the university.
9. **Faculty**
   1. **Fellowships and Grants**
      1. **Faculty Research Small Grants Recipients** (Spring 2023 – Total $37,781)
         1. Ellen France, Biological and Environmental Sciences - *Identification of novel interactor of Sec6 protein via Yeast Genetic Screen*, $4,954.
         2. Bruce Snyder, Biological and Environmental Sciences - *South Georgia Millipede Survey*, $5,000.
         3. Hasitha Mahabaduge, Chemistry, Physics, and Astronomy - *An Assessment of Early Onset Osteopenia and Osteoporosis in College Aged Individuals*, $5,000.
         4. Kevin Hunt and Lisa Griffin, and Candice Griffeth - Health and Human Performance, - *Exercise is Medicine*, $5,000.
         5. Joanne Spalding, Health and Human Performance - *Analysis of the Physical and Positional demands of an NCAA DII Women's Soccer Season with Measures of External and Internal Load*, $4,984.
         6. Andrew Allen, Music - *Sigurd Raschèr in the United States: 1940-1945*, $2,175.
         7. Stephanie Jett, Psychological Science, and Laurie Peebles, Music - *Sights and Sounds of Veteran Identity: The Use of Photovoice Technique and Lyric Analysis in a Community-Based Participatory Action Research Framework*, $4,998.
         8. Ania Rynarzewska, Management, Marketing, and Logistics, *DEI in education, uncoiling the societal spiral of silence*, $2,640.
         9. Chad Whittle and Dr. Christina Smith, Department of Communication, *Local Media Start-Up: Baldwin County High School Podcasting Club* $3,030.
   2. **Administrator and Faculty Searches**
      1. **Administrator Searches** The Office of the Provost has launched two national searches for the next Dean of the College of Health Sciences and the Dean of the College of Education. The university community welcomed three finalists to campus for each of these two searches. The committees are now in the process of completing their deliberations. Thank you to all of our faculty and staff for participating in the process.
      2. **Director Search** The Search for the next Executive Director of the Sandra Dunagan Deal Center for Early Language and Literacy is nearing completion.
      3. **Faculty Searches** The colleges are in the midst of several faculty searches to prepare for the fall semester.
10. **Calendar**
    1. **Course Evaluations** As we near the end of semester, please work with your students to complete the Instructional/Student evaluations. It is very important that students offer their feedback so that we can (1) strengthen the course experience, and (2) support annual evaluation, tenure/promotion, post tenure review processes.
    2. **GCSU Research Day 2023** is scheduled for March 29th and it will start with a kickoff event on March 28th. We are projecting nearly 500 participants for our largest showcase of research activity on campus ever. GC Journeys and MURACE are partnering with The Graduate School, the John Salstrom Honors College, the University Library, Office of Student Life, Student Success and Career Development, Women & Gender Studies Symposium, Barnes & Noble, and the Office of the Provost. Thirty-seven graduate students are part of the program. Disciplines include Accounting, Athletic Training, Biology, Creative Writing, Curriculum and Instruction, Music Education, Music Therapy, and Special Education. The Digital Humanities Collaborative will have 17 students representing seven different humanities disciplines. For faculty teaching during this time, please consider diverting your classes to encourage students to attend.
11. **Summer Orientation** The orientation schedule has been updated for the summer of 2023; freshman orientations will be held on Tuesdays and Thursdays throughout June and July for a total of 6 freshman orientations. Freshman orientation dates will be June 6, 8, 13, 15; July 18, 20. Our first transfer orientation will be July 26, with a second transfer orientation occurring August 17. We are currently in the process of interviewing and hiring this year’s Orientation Leaders.

**Committee Reports**

1. **Executive Committee of University Senate (ECUS) — Jennifer Flory, Chair***Officers: Chair Jennifer Flory, Vice-Chair Rob Sumowski, Secretary Alex Blazer*
   1. **Senate Recognitions** Senate pins and recognition certificate paper is on order. The recognition list will be sent to Rhonda Griffin by next week. I will pass the pins along to the Presiding Officer Elect along with the gavel at the April meeting.
   2. **University Senate Budget and Foundation Updates**
      1. 1048105 University Senate (state account) has $4,767.00.
         1. $575 for Senate pins (200) order in process
         2. $379 for Recognition Paper (250) order in process
      2. F15320 University Senate (foundation) has $263.79.
   3. **Governance Calendar 2023-2024** The [Governance Calendar](https://jmflory.dropmark.com/1285771/32010862) has been revised and is in Academic Affairs for review and approval.
   4. **Slate of Nominees 2023-2024** Standing Committees and Senate Representation on University Committees is being drafted. SCoN is in discussion about potential candidates for Presiding Officer Elect.
   5. **Calendar**
      1. Last University Senate Meeting 2022-2023: Friday, April 28, 2 pm., A&S 272
      2. Organizational University Senate Meeting 2023-2024: Friday, April 28, 3:30 pm, A&S 272
      3. Governance Retreat: Monday, August 14, 9 am – 2 pm, First United Methodist Church
2. **SubCommittee on Nominations (SCoN) — Rob Sumowski, Chair**

*Officers: Chair Rob Sumowski, Secretary Alex Blazer*

* 1. **Revised Slate of Nominees 2022-2023** The Slate of Nominees for the March 2023 meeting will be revised to include Emmanuel Beasley as the new SGA representative on DEIPC. This will be uploaded to the senate’s webpage.
  2. **At-Large Senator Election** Dr. Andrew Allen was elected as the At-Large Faculty Senator for the term spanning school years 2023-2024 through 2025-2026. Congratulations to Dr. Allen. His name will be included in the slate of nominees for the 2023-2024 Senate, which will be voted on during the 3:30 pm April Senate organizational meeting.
  3. **Slate of Nominees 2023-2024** During the month of March, we will complete the following:
     1. During the week of March 6, we sent a survey to all elected faculty senators asking for committee preferences and nominations for presiding officer-elect and secretary. We followed up with a reminder on March 13.
     2. The week of March 20, we began work on laying out elected faculty senator committee assignments. This information will be presented to ECUS at our April 2023 meeting.
     3. The week of March 20, we will send a survey to the corps of instruction asking for volunteers.
     4. The week of March 27, we will lay out volunteer corps of instruction committee assignments.
  4. **USG Faculty Council**
     1. USG Faculty Council will hold its next virtual meeting at 11 am on March 29, 2023. I will report back to ECUS and Senate what we learn in that meeting.
     2. USG Faculty Council will hold its April meeting at Kennesaw State University on April 28-29, 2023. Jen Flory and I plan to leave for this meeting following the University Senate’s two April meetings on Friday, April 28.

1. **Academic Policy Committee (APC) — Sarah Myers, Chair**

*Officers: Chair Sarah Myers, Vice-Chair Benjamin “Chad” Whittle, Secretary David Zoetewey*

* 1. **Required Syllabus Statement**
     1. APC reviewed DEIPC’s request to co-sponsor a Senate motion to make the following language a required syllabus statement: “Georgia College & State University recognizes that diversity and inclusion are essential to our core values of reason, respect, and responsibility. We strive to achieve inclusive excellence in the composition of our community, our educational programs, university policies, research and scholarship, campus life, employment practices, co-curricular activities, and community outreach. We believe that a welcoming and inclusive classroom environment that fosters a sense of belonging by valuing diversity of intellectual thought, experiences, and identifications is essential to this goal. Further information and support are available through the Office of Inclusive Excellence located in 108 Parks Hall at 478-445-4233 or [oie@gcsu.edu](mailto:oie@gcsu.edu).”
     2. Although APC fully backs the messaging and intent of this statement and we strongly support diversity and inclusion as an essential component of our campus culture, we do not feel like the proposed language fits best in a required syllabus statement.
     3. Rather, we suggest making it a component of the university vision statement and revising the language to tie directly to student code of conduct, specifically rules 100 (adverse impact), 104 (bias incident), 108 (discrimination), and 118 (harassment).
     4. The hope with it being a vision statement is the office of inclusive excellence would be able to review data annually to determine if the actionable items are happening (or not). If this was listed in a syllabus statement, we likely would not be able to determine its effectiveness.
     5. As such we voted to not co-sponsor the senate motion with DEIPC to make this a required syllabus statement, but again strongly encourage this messaging to be considered as a vision statement for the university.
     6. An additional suggestion was for the president to read the statement at convocation to set the tone and expectations from the start.

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

*Officers: Chair Linda Bradley, Vice-Chair James Welborn, Secretary Jessamyn Swan*

* 1. **Diversity Stakeholder Meetings** We received a full update on the range of efforts across campus as shared within Diversity Stakeholder Meeting sessions across the spring. There is another session this coming Monday. The focus is on synergy and ways to continue collaborative efforts moving forward.
  2. **Project SAFE** DEIPC members received a copy of SGA S.R.2223.10 written by Emanuel Beasley. This was approved by SGA during their meeting today (March 3, 2023). This student led initiative, Project SAFE Stanch Ally For Equality, is a program modeled upon STAR Ally program.
  3. **SGA Diversity Committee** Report from the SGA Diversity Committee
  4. **Required Syllabus Statement**
     1. The committee received feedback from APC regarding co-sponsoring. All documentation is available on respective committee reports.
     2. DEIPC committee members engaged in an electronic vote with 3 options:
        1. Put forward a motion to add a Diversity Statement on the Required Syllabus Statements for Georgia College.
        2. Engage in revising the placement and wording of this work, or
        3. An alternative recommendation that you have.
     3. A majority of committee members voted to put forward a motion.
     4. The motion was filed on 3/14/2023 <https://senate.gcsu.edu/motions/gcsu-syllabus-statement-diversity-equity-and-inclusion-03142023>

1. **Faculty Affairs Policy Committee (FAPC) — Sabrina Hom, Chair***Officers: Chair Sabrina Hom, Vice-Chair Frank A. Richardson, Secretary Stephanie Jett*
   1. **Meeting** FAPC had a meeting scheduled for 3 Mar 2023 from 2:00 p.m. to 3:15 p.m.
      1. **No Quorum** As quorum was not established, FAPC members in attendance joined RPIPC’s meeting.
2. **Resources, Planning, and Institutional Policy Committee (RPIPC) — Damian Francis, Chair***Officers: Chair Damian Francis, Vice-Chair Brad Fowler, Secretary Kerry James Evans*
   1. **Amorous Relationships Policy** On Friday March 3, 2023 the RPIPC had a joint meeting with FAPC and university HR director Carol Ward to discuss the Amorous Relationship Policy. The joint meeting discussed and drafted a model implementation process to be further drafted developed. The group has commissioned a joint subcommittee who will be working with HR to develop the pathways/implementation process for amorous relationship policy.
   2. **Modified Summer Schedule** The second half of the meeting gather information from committee members on the  Modified Summer Work Schedule. The staff council, staff and other stakeholders had asked RPIPC to seek further clarification on the proposed summer schedule. The concerns of staff are primarily:
      1. The flexibility for persons with special circumstances at the managerial level,
      2. Interpretation of information around lunch break, and
      3. Further clarity on campus closure “what does that mean for some departments.”

Since our last meeting, we have been updated with information from cabinet that clarity will be provided to the campus regarding the issues mentioned above.

1. **Student Affairs Policy Committee (SAPC) — Gregory J. Glotzbecker, Chair***Officers: Chair Gregory J. Glotzbecker, Vice-Chair Joyce Norris-Taylor, Secretary Kaitley Congdon*
   1. **Graduate Students** 
      1. Communicated with Holly Roberts, Director of The Graduate School. She has met with representatives from Student Government, working with folks in graduate admissions to create a orientation module for grad students on GeorgiaView.
      2. Working with Parris Story, Assistant Director of The Graduate School. She will be coming to our next meeting to discuss ideas to boost graduate student resources.
         1. Happy to report that in the meantime, there is a graduate & Professional Student Appreciation Week. 3/27-31. Celebrate the contributions of graduate students to the academic mission of GCSU.
         2. Events such as professional headshots, professional networking, research day, and reception.
   2. **Maintenance of Campus Crosswalks** Have linked-up with the folks in facilities management. We communicated with Frank Baugh, Assistant Vice President of Facilities Management. We are working on arranging a time for him to come speak with SAPC.
2. **Student Government Association (SGA) — Kaitley Congdon, President***Officers: President Kaitley Congdon, Vice President Connor Hilly, Secretary Ellie Munson, Treasurer Axel Hawkins*
   1. **Town Hall** Next Friday, March 31, there will be a town hall with Resident Life from 12:00-2:00 p.m. in Magnolia Ballroom. The event includes free pizza.
   2. **SGA Meetings** SGA meets every Friday at 2:00 p.m. in the Maple Conference Room.

**Announcements/Information Items**

1. **University Curriculum Committee (UCC)** **Update — Lyndall Muschell, Chair**
   1. **University Curriculum Committee — March 24, 2023**
      1. **Action Items**
         1. Modification of Existing Concentration – Logistics – approved unanimously
         2. New Degree Requirement – BBA Degree – approved unanimously
         3. Modification to Existing Concentration – ARTS Concentration – decision delayed due to no representation for proposal
         4. Modification to Existing Major – BA Theatre – decision delayed due to no representation for proposal
      2. **Information Items**
         1. **College of Arts and Sciences**
            1. **New Course Proposals**

POLS 4310 Capstone Legal Practicum

RELI 4300 Sacred Images, Sacred Spaces (Religion, Art, Architecture)

* + - * 1. **Modify Existing Course**

THEA 4600 Senior Seminar – Change of course name to Theatre Capstone Experience

THEA 3360 Directing II – Change of course number to THEA 4350

THEA 1125 – Change of course name and number to THEA 0001 First Year Academic Seminar

THEA 3300 Acting III – Change of course name to Acting Styles

POLS 3340 Nonprofit Management – Modification in Pre-Requisites -Change required internship from 300 hours to a minimum of 120 hours to match the national requirements. Remove POLS 3340 as a pre-requisite for the internship.

* + - * 1. **Course Deletions**

RHET 4970 Thesis

RHET 4310 Performance of Comedy

* + - * 1. **Other**

Allow PSYC 3940 to count as a major elective for psychology majors.

* 1. **Graduate Council — No Report**
  2. **General Education Committee — No Report**

1. **Imagine 2030 — Jennifer Flory, Presiding Officer**
   1. Georgia College & State University’s Next Strategic Plan: <https://www.gcsu.edu/imagine2030>. Please provide feedback on the five strategic pillars and descriptors. Consider how divisions, units, departments, and programs can link to and support the strategic pillars: <https://forms.office.com/r/ka4EC3MUj>.

**Open Discussion** Jennifer Flory invited open discussion from the floor. There was none.

**Adjourn**

1. **Attendance and the Sign-In Sheet** Jennifer Flory 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. **Next University Senate Meeting** is scheduled for Friday, 28 Apr 2023 at 2:00 p.m. in Arts & Sciences 272.
3. **Motion to Adjourn** As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 4:43 p.m.

**Supporting Documents**

1. There are no supporting documents.