

COMMITTEE NAME: RPIPC

MEETING DATE & TIME: JANUARY 8 @ 2:00

MEETING LOCATION: ONLINE

ATTENDANCE:

MEMBERS	“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
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P	Rodica Cazacu	P	John Jackson
P	Damian Francis	P	Susan Kerr
P	Brad Fowler	P	Carol Ward
P	Susan Allen	P	Susan Steele
R	Ashley Taylor	P	Nancy Mizelle
	Catherine Fowler		
	Jessica Swain		
P	Jessica Wallace		

GUESTS:

<i>Italicized text denotes information from a previous meeting.</i>		
*Denotes new discussion on old business.		

AGENDA TOPIC (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.)	DISCUSSIONS & CONCLUSIONS	ACTION OR RECOMMENDATIONS	FOLLOW-UP {including dates/responsible person, status (pending, ongoing, completed)}
I. Call to order	Damian - call to order		
II. Approval of Agenda	Agenda passed		
IV. Business Items			

<p>1. Agenda item 2: Old Business</p> <ul style="list-style-type: none"> • None 	<p>Acceptance of previous minutes – Passed</p>		
<p>2. Agenda item 3: New Business</p> <p>5.1 University’s contingency plan for COVID</p> <p>5.2 IT Governance</p> <p>5.3 USG Policy updates</p> <p>5.4 In-campus online testing post COVID</p> <p>5.5 Part-time faculty pay</p>	<p>5.1 – Susan Allen – University is continuing with the COVID-19 protections and procedures from the fall. If anyone need PPE then contact Shea Groebner. Rapid Testing will be available for faculty on January 5th. Testing will be done again on January 19th and 20th. GC will be a pod for COVID vaccine distribution.</p> <p>Susan Steele – Is Shea responsible for classroom PPE resources. Susan says that Shea is responsible. Go with the easiest route. Damian says that you can always contact the building manager of the building where classroom resources are needed.</p> <p>Susan Steele – Will there be avenue for emergency notices for information about COVID issues. Susan Allen says that that will be sent out through the faculty listserv.</p> <p>Nancy Mizelle – How do we encourage the students and faculty to continue to be protective after the vaccine is available. Susan Allen says that messaging will need to be delivered that everyone will need to continue to follow the procedures. Damian says that USG rules will not change with the arrival of the vaccine.</p> <p>Susan Allen – GC has 15,000 tests available for campus.</p> <p>5.2 – Susan Kerr – USG is requiring us to build a Business Process Manual. This requires us to have an IT governance</p>		

	<p>structure. Purpose of the IT governance structure is to have transparency and by in from the university. Susan Allen is happy that this is being done. Rodica wonders whether Susan Kerr should present this to the Senate. Damian will check with ECUS.</p> <p>5.3 – Carol Ward – Eligibility for Rehire – Carol explains how employees are capable to be rehired. 3 categories – Eligible, Ineligible, and Conditional. If someone is designated Ineligible then they can apply to be reinstated.</p> <p>5.4 – Brad Fowler – Looking for feedback on the possibility of establishing a space on campus where faculty can have their class take a test through D2L or other online resources in a secure testing manner. Damian recommends a proctoring software. Susan Steele mentioned how the concept of testing may be changing. Students are given access to resources and still find ways to not be successful on tests. Susan Kerr is going to look at options to campus wide licenses for proctoring software. Recommendation was made to contact the Center for Teaching and Learning to see what options are built into GaView and any recommendations.</p> <p>5.5 – Nancy Mizelle – Part-time pay is close to minimum wage. In the CoE, Masters level is paid \$1500 for 3 hour class, Specialist -\$1700, EdD - \$2000. Is this standard across campus? Can adjustments be made? Susan Steele – Nursing is not allowed to have part-time for anything other than clinicals. Carol Ward – Wondering if this has been questioned through the administrative chain of command. Damian – Where does this issue need to move from here? Does HR have information on part-time pay. Nancy – We should make sure that we understand the policies that manage part-time pay.</p>		
VI. Next Meeting	<p>RIPIC – February 12, 2:00 PM Senate – January 22, 3:30 PM</p>	Review Security document	
VII. Adjournment	<p>Motion: Brad Second: Susan Steele</p>		

Distribution(as determined in committee operating procedure – one possibility given):

First; To Committee Membership for Review

Second: Posted to the Minutes Website

Approved by: _____
Committee Chairperson (Including this Approval by chair at committee discretion)

Guidance

COMMITTEE NAME: RPIPC

COMMITTEE OFFICERS: RODICA CAZACU (CHAIR), JESSICA WALLACE (VICE-CHAIR), BRAD FOWLER (SECRETARY)

ACADEMIC YEAR: 2020-2021

AGGREGATE MEMBER ATTENDANCE AT COMMITTEE MEETINGS FOR THE ACADEMIC YEAR:

“P” denotes Present, “A” denotes Absent, “R” denotes Regrets

Meeting Dates	August 10, 2020	September 4, 2020	October 2, 2020	November 6, 2020	December 4, 2020	January 8, 2021	February 5, 2021	March 5, 2021	April 2, 2010	
Rodica Cazacu	P		P			P				
Jessica Wallace	P		P			P				
Brad Fowler	P		P			P				
Susan Allen	P		Proxy			P				
Susan Steele	A		P			P				
Damian Francis	P		P			P				
Ashley Taylor	P		P			R				
Susan Kerr	P		P			P				
Nancy Mizelle	P		P			P				
Carol Ward	A		P			P				
Jessica Swain	P		R			A				
John Jackson	P		P			P				
Catherine Fowler	P		A			A				
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CHAIRPERSON SIGNATURE

DATE _____

(Including this Approval by chair at committee discretion)