

COMMITTEE NAME: EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE (ECUS) WITH STANDING COMMITTEE CHAIRS

MEETING DATE & TIME: 27 FEBRUARY 2015; 3:30 –4:45

MEETING LOCATION: 301 PARKS ADMINISTRATION BUILDING

ATTENDANCE:

MEMBERS	“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
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P	Kelli Brown (Provost)	P	Susan Steele (CoHS, ECUS Chair)
P	Ben Davis (Library)	P	John Swinton (CoB, ECUS Vice-Chair)
P	Steve Dorman (University President)	P	Tom Toney (CoAS, FAPC Chair)
R	Macon McGinley (CoAS, SAPC Chair)	P	Craig Turner (CoAS, ECUS Secretary)
P	Ben McMillan (CoB, RPIPC Chair)	R	Stephen Wills (CoE, CAPC Chair)
R	Lyndall Muschell (CoE, ECUS Chair Emeritus)	P	Howard Woodard (CoB, APC Chair)

<p>GUESTS: Kay Anderson (University Registrar) Bill Miller (Vice-Chair, Curriculum and Assessment Policy Committee) Amy Pinney (Vice-Chair, Student Affairs Policy Committee) Tom Ormond (Senior Associate Provost) Carter Shadden (Graduate Assistant of the 2014-2015 University Senate)</p>
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<i>Italicized text denotes information from a previous meeting.</i>	
*Denotes new discussion on old business.	

AGENDA TOPIC	DISCUSSIONS & CONCLUSIONS	ACTION OR RECOMMENDATIONS	FOLLOW-UP {including dates/responsible person, status (pending, ongoing, completed)}
I. Call to Order	The meeting was called to order at 3:34 pm by Susan Steele (Chair).		

II. Approval of Agenda	A <u>MOTION</u> to approve the agenda was made and seconded.	The agenda was approved as circulated.	
III. Approval of Minutes	A <u>MOTION</u> to approve the minutes of the 23 Jan 2015 meeting of the Executive Committee with Standing Committee Chairs was made and seconded. A draft of these minutes had been circulated to the meeting attendees via email with no revisions offered. Thus, the minutes had been posted as circulated to the minutes.gcsu.edu site.	The 23 Jan 2015 Executive Committee with Standing Committee Chairs minutes were approved as posted, so no additional action was required.	
IV. Reports			
President's Report	When ECUS Chair Susan Steele invited President Dorman to provide a report, his response was that he had no items to report.		
Executive Committee of the University Senate (ECUS) Susan Steele	<ol style="list-style-type: none"> 1. <u>Motions</u> ECUS has one motion to submit for University Senate consideration at its 27 Mar 2015 meeting. This motion is for the proposed revisions to the Service Recognition Policy. See details below in item 3.a. 2. <u>Officers</u> The 2014-15 ECUS officers are Susan Steele (Chair), John R. Swinton (Vice-Chair) and Craig Turner (Secretary) 3. <u>Meeting</u> ECUS met at 2:00 pm today and following are highlights of that meeting. <ol style="list-style-type: none"> a. <u>Service Recognition Policy</u> Proposed revisions have been received from Leslie Pierce and Crystal Reeves of Human Resources based on a series of meetings with a work group whose membership also included Monica Starley, Susan Steele, and Craig Turner. As the modifications to the policy statement were editorial and 		

	<p>proposed revisions to procedure include (1) adding recognition of a five year milestone, so that key milestones for recognitions will be all positive integer multiples of five (5 years, 10 years, 15 years, etc.) (2) extending to each employee via her/his supervisor an opportunity to review for accuracy the Human Resources record of her/his years of service and to propose corrections if that record is in error (3) ownership of the service recognition ceremony is proposed to shift from the University President's Office to Human Resources, ECUS proposed as a next step that consideration of these revisions be done as a <i>committee of the whole</i> by the university senate at its 27 Mar 2015 meeting. By the university senate bylaws, <i>committee of the whole</i> consideration can occur only with a two-thirds majority approval by the university senate. If this two-thirds majority approval is not achieved, the proposal will be steered by ECUS (the Executive Committee of the University Senate) to RPIPC (the Resources, Planning and Institutional Policy Committee) for consideration at the 3 Apr 2015 RPIPC meeting. As a follow-up, an agreement was made to implement this next step plan only if permission to deviate from the usual committee review process is secured from RPIPC Chair Ben McMillan at the 27 Feb 2015 meeting of ECUS with Standing Committee Chairs. This</p>		
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	<p>permission from Ben McMillan was granted.</p> <p>b. <u>New Faculty Orientation</u> Effective with the 2015-2016 academic year, the academic affairs component of new faculty orientation is being expanded to two full days. The new faculty orientation events, scheduled to occur between Su 9 Aug 2015 and We 12 Aug 2015, were provided for inclusion on the 2015-2016 governance calendar.</p> <p>c. <u>Volunteer Survey</u> ECUS approved distribution of a survey to university senate committee volunteers regarding the establishment of a wearable token of appreciation comparable to the university senate pin received by university senators. Please encourage each of the volunteers on your committees to complete this brief survey.</p> <p>d. <u>PPPM Internal Audit</u> ECUS voted to <i>endorse</i> the advisory review <i>as written</i> by <i>Julia Hann</i> of the Policies, Procedures, and Practices Manual and the policy review process of the university senate. The report has identified some areas for improvement that we hope will be addressed with the retooling of the university senate electronic presence including the online motion database that is in progress and being done by Enterprise Applications personnel David Smith and Kelly Rickman under the leadership of James Carlisle.</p>		
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- e. **Diploma Size and Wording** The executive committee heard an update on a proposal made by Student Government President Juawn Jackson to President Dorman to modify the size and wording of institutional diplomas, and recommended that these revisions be considered formally by the enlarged group of executive committee and standing committee chairs. Details will be provided and that deliberation will occur later in this meeting.
- f. **2015-2016 Governance Calendar** A draft of the 2015-2016 governance calendar was discussed and finalized.
- g. **Governance Retreat** The 2015 Governance Retreat is scheduled for Tuesday, 11 Aug 2015. This date does not overlap with other events, and deans and departments chairs will be asked to schedule college and department events on other days. This retreat will be open to all members of the 2015-2016 university senate committees and not exclusive to the university senators. This invitation to all committee members has been practice for the last three years. Any assistance you can provide to get this word out is appreciated.
- h. **Graduate Council** A draft of the bylaws for a newly forming Graduate Council were presented by Provost Brown and Graduate Director and Senior Associate Provost Ormond. The executive committee provided editorial suggestions and feedback

	<p>regarding these bylaws which Tom Ormond will take back to the drafting group for consideration.</p>		
<p>Academic Policy Committee (APC)</p> <p>Howard Woodard</p>	<ol style="list-style-type: none"> 1. <u>Motions</u> APC has no motions to submit for University Senate consideration at its 27 Mar 2015 meeting. 2. <u>Officers</u> The 2014-15 APC officers are Howard Woodard (Chair), Donovan Domingue (Vice-Chair) and John Sirmans (Secretary) 3. <u>Meeting</u> The APC met on Fri 27 Feb 2015 and discussed the following items. <ol style="list-style-type: none"> a. <u>Academic Calendar/Exam Schedule</u> <ol style="list-style-type: none"> i. Reviewed academic calendars from seven other institutions: some USG, some COPLAC, and others. ii. Reviewed the suggestions received from constituents. Among these (1) shift fall break to Thanksgiving week in the fall semester (2) begin spring semester one week earlier. iii. This deliberation will inform the next academic calendar committee slated to meet in spring 2016. iv. There may be a survey seeking feedback from faculty, staff, and students on academic calendar in fall 2015. b. <u>Grade Appeal/Grievance Policy</u> <ol style="list-style-type: none"> i. After deliberation, the APC recommendation is to keep current policy, specifically to maintain the procedure to start this appeal with a consultation by the student with the instructor, and to recommend to academic 		

	<p>affairs the addition of a link to the current policy on the list of statements required for all course syllabi.</p> <p>c. Priority Registration APC consulted with the Priority Registration Task Force and was educated on the existing process by which a group of students can request approval for priority registration. This process will be reported back to the student group that submitted a request for priority registration.</p> <p>4. Announcements In his role as Associate Chief Information Officer, Howard Woodard shared the following items.</p> <p>a. ECARS Survey An invitation to faculty to complete a survey on technology use in teaching and research is coming soon by email.</p> <p>b. MyPassword The transition to a new password system, called MyPassword, is in-progress. This new password has a longer 180-day life and will be used to authenticate access to unify, email, and university-issued computer logins. Employees (faculty and staff) are being asked to make the transition prior to 23 Mar 2015 at which time students will be invited to make the transition. As early as 30 Mar 2015, this password will be used to authenticate access to PAWS.</p>		
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<p>Curriculum and Assessment Policy Committee (CAPC)</p>	<p>1. Motions CAPC has five motions to submit for University Senate consideration at its</p>		
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**Bill Miller
for
Stephen Wills**

- 27 Mar 2015 meeting. Each of these motions are proposed curricular revisions.
- a. New concentration proposal in Psychiatric Mental Health Practitioner in the Master of Science in Nursing
 - b. New program proposal for a Master's of Science degree with a major in Athletic Training
 - c. Change in degree designation from M.Ed. to M.S. and title from Kinesiology to Health and Human Performance
 - d. Change in admissions requirements for M.A. in Art Therapy
 - e. Changes in Minor in Creative Art Therapies
2. **Officers** The 2014-15 CAPC officers are Stephen Wills (Chair), Bill Miller (Vice-Chair) and Juan Ling (Secretary).
3. **Guidelines for Submitting Proposals** Language pertaining to graduate curricular revisions in the *Guidelines for Submitting Proposals to CAPC* was reviewed as had been requested.
- a. **Request** At the 14 Nov 2014 ECUS-SCC meeting, Susan Steele requested that Stephen Wills facilitate CAPC review of one particular passage in the document *Guidelines for Submitting Proposals to the Curriculum, Assessment, and Policy Committee Revised October 7, 2011* found at the CAPC web page on senate.gcsu.edu <http://senate.gcsu.edu/sites/senate.gcsu.edu/files/CAPCreview%28Oct2011%29.pdf> The specific language is

	<p><i>Note If the proposal involves a graduate program, the department must consult with graduate faculty within the college prior to sending the proposal to the College Curriculum and Instruction committee.</i></p> <p>The specific clarifications sought were answers to questions such as Who specifically needs to be consulted? All graduate faculty in the college? What is the specific meaning of the word consult as used in this context?</p> <p>b. <u>Resolution</u></p> <p>i. The wording revision for the graduate proposal submission (revisions shown in bold type) <i>Note: If the proposal involves a graduate program, the department must consult with all those affected by the proposed changes, including the department chair and faculty, both within and outside the college prior to sending the proposal to the College Curriculum and Instruction committee.</i></p> <p>ii. We (CAPC members) determined that it was not necessary for us to specify what consulting entails or any approval requirements.</p>		
<p>Resources, Planning and Institutional Policy Committee (RPIPC)</p> <p>Ben McMillan</p>	<p>1. <u>Motion</u> RPIPC has no motions to submit for University Senate consideration at its 27 Mar 2015 meeting.</p> <p>2. <u>Officers</u> The 2014-15 RPIPC officers are Ben McMillan (Chair), Jan Clark (Vice-Chair) and Brittney Johnson (Secretary).</p>		

3. **Meeting** The RPIPC met on Fri 27 Feb 2015 and discussed the following items.
- a. **Banner/PAWS Access to Classes with No Restrictions / Prerequisites** RPIPC is working with Division of Information Technology (DoIT) staff and the Registrar's Office to have functionality in place potentially by the start of the fall semester.
 - b. **Common Meeting Time** Reviewed common meeting times and could not make a recommendation to allow students more access to our common meeting times.
 - c. **Space Utilization Policy** Space utilization has no specific policy. Therefore no changes could be made for modifications for priority of program type through drop add week.
 - d. **Sustainability Council** The council recommendations were tabled so that the sustainability council could approach the areas impacted by their recommendations for feedback. When recommendations are made to RPIPC, we will refer specific requests to the committees that have oversight.
 - e. **Faculty List Serve** List Serve for faculty is in the process of being implemented. A potential moderator has volunteered and restrictions / limitations of comments are being developed. This proposal is pending and to be submitted to University Communications. It will be an opt-in list.

	<p>4. <u>ECUS/SCC Deliberation</u> The topic of space utilization triggered discussion with the following conversation points.</p> <ol style="list-style-type: none"> a. The requests from SAPC (regarding prioritization to certain spaces during drop/add week) are procedural in nature and not policy. b. A document titled Space Utilization Policy (hard copy at meeting held by Ben McMillan) has been located – but is it policy? This document was handed by Ben McMillan to President Dorman as an information item. c. The Space Utilization Committee met this morning (27 Feb 2015) and there are some possible revisions to the R25 space request system under consideration. d. Discussion of this topic may occur in the University President’s Cabinet. 		
<p>Student Affairs Policy Committee (SAPC)</p> <p>Amy Pinney for Macon McGinley</p>	<ol style="list-style-type: none"> 1. <u>Motions</u> SAPC has no motions to submit for University Senate consideration at its 27 Mar 2015 meeting. 2. <u>Officers</u> The 2014-15 SAPC officers are Macon McGinley (Chair), Amy Pinney (Vice-Chair) and Nicole DeClouette (Secretary). 3. <u>Cancelled Meeting</u> At 1:00pm 27 Feb 2015, I received my 7th “regrets” notification, and as such knew we would not have a quorum. I sent the following notification to the committee: <i>Dear Colleagues, I've just received my seventh "regrets" notification, and I fear we won't have a quorum. However, I'll be in SAC 104 at</i> 		

2:00 if you'd like to chat informally.

Amy

- a. **Attendees** Dr. Andy Lewter showed up, as did Juawn Jackson near the end of the scheduled meeting time, after he'd completed his SGA duties.
 - b. **Class Absences** Andy and I discussed professors not allowing students to make up work when they miss class for medical reasons. He is running into issues with some professors not allowing students to make up work which is leading to students making bad medical decisions. For example, returning to class after having surgery before they have been medically cleared to do so. He is afraid this could be a dangerous situation. He has discussed this issue with the provost, and would like to begin a conversation among faculty and administration.
 - c. **APC Membership** Juawn arrived later wanting to informally address adding a student to APC. At this meeting of the ECUS-SCC, Howard Woodard agreed to take up this issue with APC
4. **ECUS/SCC Deliberation** The topic of APC membership triggered discussion with the following conversation points.
- a. The proposal of adding a student as a voting member to the APC has come up in the university senate recently and was one of the closest votes in university senate history. *Note: During the preparation of these minutes, it is*

	<p><i>being noted that this previous consideration occurred at the 23 Feb 2009 university senate meeting as Motion 0809.EC.004.B.</i></p> <ul style="list-style-type: none"> b. Student interests on some topics (no examples or list of such topics offered) that would be steered to APC may differ significantly from those of the faculty. c. Historically, the practice of the APC is to invite students to attend APC meetings when certain topics (no examples or list of such topics offered) are on the agenda to inform APC deliberation with student perspective. d. Some of the topics (no examples or list of such topics offered) that are considered by the APC may not be appropriate for students to vote on. e. All meetings of the APC (and of course any committee of the university senate) are open meetings and students (as well as any interested party) are able to attend the meetings and to speak if recognized by the APC Chair. This recognition is common practice. 		
<p>Subcommittee on Nominations (SCoN)</p> <p>John R. Swinton</p>	<ul style="list-style-type: none"> 1. <u>Motions</u> SCoN has no motions to submit for University Senate consideration at its 27 Mar 2015 meeting. 2. <u>Officers</u> The 2014-15 SCoN officers are John R. Swinton (Chair), (No Vice-Chair position) and Craig Turner (Secretary). 3. <u>At-Large Election</u> Due to technical issues, implementing the at-large ballot had been delayed and will be implemented as soon as possible. The delay was caused by the time needed to prepare an email list 		

	<p>for the Corps of Instruction. Qualtrics survey (ballot) for at-large elected faculty senator to be launched on 2/27/15 with election results ready 3/6/15.</p> <p>4. <u>Election Oversight</u> All the academic units (four colleges and the library) have submitted their elected faculty senator election results.</p> <p>5. <u>Committee Preference Surveys</u> Once the at-large election is complete, committee preference surveys will be implemented. One survey will provide the 2015-2016 elected faculty senators an opportunity to share their preferences regarding serving on a committee and serving as an officer (Secretary, Presiding Officer Elect). The other survey will provide all members of the university faculty an opportunity to express their interest in serving on a university senate committee as a volunteer.</p>		
<p>Faculty Affairs Policy Committee (FAPC)</p> <p>Tom Toney</p>	<p>1. <u>Motions</u> FAPC has no motions to submit for University Senate consideration at its 27 Mar 2015 meeting.</p> <p>2. <u>Officers</u> The 2014-15 FAPC officers are Tom Toney (Chair), Barbara Roquemore (Vice-Chair) and Carol Sapp (Secretary).</p> <p>3. <u>Meeting</u> The Faculty Affairs Policy Committee of the University Senate met on 27 Feb 2015 from 2:00pm to 3:15pm. The following topics were discussed.</p> <p>a. <u>Student Opinion Surveys</u> Ashley Taylor and Mike Rose are reviewing the proposed policy changes and should have a report shortly.</p> <p>b. <u>Emeritus Faculty</u> Douglas Goings is drafting a rights/privileges document</p>		

	<p>guided by Kennesaw State University document and consistent with existing USG policy.</p> <p>c. <u>Contingent Faculty Participation in Shared Governance</u> A work group of the Faculty Affairs Policy Committee has prepared an on-line survey and it has just recently been implemented. They will do appropriate follow-ups to try to maximize participation.</p> <p>d. <u>Pretenure Review</u> There continue to be issues regarding notification - who is responsible for notifying faculty, standard dates for notification and submission of materials, etc. Seems to vary A LOT among departments and colleges</p> <p>e. <u>IFR Due Date</u> The IFR (individual faculty report) due date was moved forward (from 15 Mar 2015 to 27 Feb 2015) for reasons perceived as reasonable (to inform possibilities of merit increases to faculty salaries on the anticipated USG timeline) but it did cause a lot of faculty to have to scurry around to get this in sooner than expected. This could continue to be problematic if dates can be “changed” based on issues such as possible merit pay increases.</p> <p>4. <u>ECUS/SCC Deliberation (IFR)</u> The topic of IFR due date triggered discussion with the following conversation points.</p> <p>a. As a point of information, the Provost noted that this due date shift was a decision made by the college deans.</p>		
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	<p>b. Given the likelihood of the USG timeline for merit increases to salaries to remain consistent going forward, it may be wise to adapt the IFR due date to late January or early February (Feb 1) rather than the current due date of March 15 to conform to the USG timeline.</p> <p>5. <u>ECUS/SCC Deliberation (SOS)</u> The topic of student opinion surveys triggered discussion on the minimum size of a class that could be surveyed with the following conversation points.</p> <p>a. The general policy guideline in which we operate is that the class size shouldn't be so small that it compromises the assurance of anonymity for the student responder. There is not a particular threshold number offered in these general guidelines.</p> <p>b. Typically ten (10) is the statistical minimum for best practice. This is the standard our university Institutional Research office uses.</p> <p>c. If all the students in a class of size below the threshold agree to grant permission to implement the survey, that is one way by which the surveys can be done in such small classes.</p>		
<p>V. Information Items Actions/Recommendations</p>			
<p>New Faculty Orientation Susan Steele</p>	<p>Effective with the 2015-2016 academic year, the academic affairs component of new faculty orientation is being expanded to two full days. The new faculty orientation events,</p>		

	scheduled to occur between Su 9 Aug 2015 and We 12 Aug 2015, were provided for inclusion on the 2015-2016 governance calendar. Steven Jones is the point person for New Faculty Orientation.		
Electronic Presence of the University Senate Craig Turner	In consultation with David Smith of Enterprise Applications, the update on the electronic presence of the university senate was <i>Unfortunately, we have not made any progress on the university senate site worth reporting. We have all been pulled into helping the IT departments various initiatives for fall 2015.</i>		
USG Background Investigations Revisions (Steer) Susan Steele	Susan Steele had been requested to ensure that the USG Background Investigation Policy – recently amended – receives the appropriate attention of the university senate. This matter was steered for review and recommendations to the Resources, Planning and Institutional Policy Committee (RPIPC) by the Executive Committee at its 27 Feb 2015 meeting. A hard copy of the supporting documents were passed from Susan Steele to RPIPC Chair Ben McMillan.		
Chancellor’s Documents Susan Steele	Susan Steele noted that among the supporting documents that she had circulated by email with the agenda were (1) USG enrollment predictions memorandum from Chancellor Huckaby (2) Chancellor's budget remarks to legislature and (3) Chancellor's PowerPoint presentation to legislature. These documents were provided as an information item. Questions regarding these documents were invited. No questions were forthcoming.		
VI. Unfinished Business Review of Action & Recommendations, Provide updates (if any) to Follow-up			

<p>SoCC Bylaws</p> <p>Susan Steele (22 Aug 2014)</p> <p>Susan Steele (3 Oct 2014)</p> <p>Julia Metzker (14 Nov 2014)</p> <p>Susan Steele (23 Jan 2015)</p> <p>Craig Turner (27 Feb 2015)</p>	<p><u>22 Aug 2014</u></p> <p><i>Susan Steele noted that at the 24 Apr 2014 meeting of the University Senate, revisions to the university bylaws pertaining to the Subcommittee on the Core Curriculum (SoCC) were recommended to President Dorman by the University Senate. This recommendation has not yet received action (approval, veto) by President Dorman as he desires additional information on a couple of the details: in particular the definition of the term teaching representative. As President Dorman had extended regrets and was unable to attend this meeting, consideration of this matter was postponed to a future meeting of ECUS or ECUS-SCC.</i></p> <p><u>3 Oct 2014</u></p> <ol style="list-style-type: none"> 1. <u>President</u> <i>I met with Dr. Dorman regarding Motion 1314.EC.001.B that proposed revisions to the university senate bylaws affecting the Subcommittee on the Core Curriculum (SoCC). He has not approved this motion due to concerns about two areas of the proposed language. He requested revisions to these two areas or he feels he needs to veto the motion.</i> 2. <u>SoCC</u> <i>I had a telephone meeting with SoCC Chair Julia Metzker to brief her on my meeting with President Dorman. I asked Julia to facilitate a discussion with SoCC members to see if revisions to address President Dorman's concerns could be identified. SoCC discussed this</i> 		
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matter at its weekly meeting on 26 Sep 2014, and Craig Turner and I were asked to be present at the SoCC meeting on 3 Oct 2014 to inform the SoCC deliberation on this matter.

14 Nov 2014

The Subcommittee on Core Curriculum (SoCC) has consulted with the University President to formulate a compromise regarding the proposed revisions to the university senate bylaws found in Motion 1314.EC.001.B.

The following excerpt from the 03 Oct 14 meeting of the Executive Committee of the University Senate with Standing Committee Chairs (ECUS-SCC) provides context for the issue.

“Susan Steele noted that at the 24 Apr 2014 meeting of the University Senate, revisions to the university bylaws pertaining to the Subcommittee on the Core Curriculum (SoCC) were recommended to President Dorman by the University Senate. This recommendation has not yet received action (approval, veto) by President Dorman as he desires additional information on a couple of the details: in particular the definition of the term teaching representative.”

The specific issues and proposed compromise are detailed below:

1. Teaching Representative

- a. **Issue** *The term teaching representative isn't clearly defined and could be subject to interpretation.*
- b. **Solution** *The following definition is acceptable to Dr. Dorman and was endorsed by SoCC. “A teaching representative is defined as a full-time*

member of the Corps of Instruction who has taught a course in the represented area within two calendars years prior to the date of appointment to the subcommittee.” [NOTE: We realize that all members of the Corps of Instruction are full-time but we felt the emphasis was important.]

2. **SoCC Chair Eligibility**

a. **Issue** *The proposed bylaw change allows for non-senator members of SoCC to hold the chair position. This is not common practice in University Senate standing committees. However, restricting the chair to the elected faculty senator members would limit the potential candidates to three members, which could be as little as 20% of the members of the committee.*

b. **Solution** *The following process for electing the SoCC chair was acceptable to Dr. Dorman and was endorsed by SoCC. “During the organizational meetings for the committees, SoCC and CAPC will convene together. At this meeting, SoCC will elect their chair from the body. Any member of SoCC is eligible for chair. During the same meeting, the SoCC chair will be presented to CAPC for an approval vote. If the chair is not approved by CAPC then SoCC will elect another chair and repeat the process.”*

3. **Discussion at 14 Nov 2014 ECUS-SCC**

a. **Parliamentary Procedure** *There was some discussion primarily seeking*

clarification on the parliamentary procedure relevant to this discussion on the floor of the university senate. Susan Steele indicated that she had consulted with university senate parliamentarian John Sirmans who noted that one possibility was for a member who had been a proponent (voted in favor) of Motion 1314.ECUS.001.B make a Motion to Reconsider which requires a second and then allows discussion. In the spirit of the first and second reading bylaws revision process for non-editorial revisions, the vote on this Motion to Reconsider could be postponed to the next meeting at the conclusion of the discussion.

*b. **Next Steps** In consultation with Stephen Wills and Craig Turner, Julia Metzker will prepare a supporting document that will include the aforementioned compromise language prepared by SoCC to address the concerns of President Dorman. The hope is that this document will facilitate the deliberation on the floor of the university senate. If this new supporting document can be prepared soon enough to meet the ten day prior to the meeting submission deadline, the Motion to Reconsider might be offered at the 5 Dec 2014 meeting of the University Senate.*

*c. **Post Meeting Parliamentary** During the preparation of these minutes, it was noted that a Motion to Reconsider*

	<p><i>is applied within the same meeting as the disposition of the main motion. Thus, a Motion to Amend Something Previously Adopted would be the more appropriate motion to apply in this context.</i></p> <p><u>23 Jan 2015</u> <i>It was noted that the contextual information on the compromise positions to address the concerns of President Dorman on motion 1314.EC.001.B. The motion to amend something previously adopted, specifically motion 1314.EC.001.B, will be offered for university senate consideration at its 13 Feb 2015 meeting.</i></p> <p><u>27 Feb 2015 (This update was added by Craig Turner during minutes preparation)</u> This matter was recommended to President Dorman as Motion 1415.CAPC.003.B by the university senate at its 13 Feb 2015 meeting. This motion provides closure to university senate deliberation of this issue. The interested reader is invited to review the details available in the 13 Feb 2015 university senate minutes.</p>		
VII. New Business Actions/Recommendations			
University Senate Agenda and Minutes Review	1. <u>Tentative Agenda 27 Mar 2015</u> : Based on the committee reports at this meeting, <ol style="list-style-type: none"> a. <u>Motions</u> There will be up to six motions on the agenda of the 27 Mar 2015 meeting of the University Senate, specifically <ol style="list-style-type: none"> i. CAPC (5) 	The motion (circulate minutes) was approved.	<ol style="list-style-type: none"> 1. Susan Steele to draft the tentative agenda of the 27 Mar 2015 meeting of the University Senate. 2. Motions to be entered into the online motion

	<ol style="list-style-type: none"> 1) New concentration proposal in Psychiatric Mental Health Practitioner in the Master of Science in Nursing 2) New program proposal for a Master's of Science degree with a major in Athletic Training 3) Change in degree designation from M.Ed. to M.S. and title from Kinesiology to Health and Human Performance 4) Change in admissions requirements for M.A. in Art Therapy 5) Changes in Minor in Creative Art TherapiesRPIPC (1) Proposed Information Technology Policy <p>ii. ECUS (1) Service Recognition</p> <p>b. Reports Administrative reports and committee reports will also be agenda items.</p> <p>2. University Senate Minutes Review: A MOTION that the DRAFT minutes of the 13 Feb 2015 University Senate meeting be circulated for university senator review was made and seconded.</p>		<p>database by CAPC (5), ECUS (1).</p> <p>3. Craig Turner to circulate the DRAFT minutes of the 13 Feb 2015 meeting of the University Senate to university senators for review.</p>
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<p>AAUP Redbook (11th Edition)</p> <p>Susan Steele</p>	<ol style="list-style-type: none"> 1. <u>Centennial</u> The American Association of University Professors (AAUP) celebrates the 100th anniversary of its 1915 founding during 2015. As part of this celebration, a new (11th) edition of the Redbook (so called due to its red cover and more formally titled Policy Documents and Reports) was published in December 2014 and is now available for purchase. 2. <u>Russell Library Copy</u> Susan Steele noted that through the efforts of Ben Davis and Craig Turner this book has been donated to the Ina Dillard Russell Library and is available in the reference section and thus cannot be checked out of the library. Some of the previous editions of this book are available in the library in the general collection and available for checkout by patrons. 3. <u>10th Edition</u> Recently (2011-2012) university senate leaders (committee officers and executive committee members) were recipients of the previous (10th) edition of the Redbook. In anticipation of the pending publication of the new (11th) edition, the nine remaining copies of this 10th edition that had been purchased by the university senate in 2011-2012 were offered to and accepted by committee officers at the 14 Nov 2014 meeting of executive committee with standing committee chairs. 4. <u>11th Edition: Purchase Copies?</u> The retail cost of the eleventh edition of this book is \$49.95 per copy (plus tax and shipping) although AAUP members can obtain a 30% discount reducing the cost to 		
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	<p>\$34.97 per copy. The question before the assembly was whether to allocate dollars from the university senate budget to purchase copies of this book. President Dorman quickly offered to purchase copies of the 11th Edition for AAUP officers, University Senate leaders (chairs of major university senate committees and executive committee members), academic deans, and members of his executive cabinet. Appreciation was expressed to President Dorman for his generosity and support. No further discussion of purchasing copies occurred at this meeting.</p> <p>5. <u>Endorsement</u> During the conversation of the previous point, an opinion was offered that it might be a good idea for the University (presumably the University Senate) to restate its commitment to the principles of the AAUP as written in the most recently edited Policy Documents and Reports (11th ed.). This conversation point was interrupted by the generous offer of President Dorman (to purchase Redbooks) and this position was not formally discussed further.</p>		
<p>Diploma Size and Wording</p> <p>Provost Brown and Kay Anderson University Registrar</p>	<p>Student Government Association President Juawn Jackson met with President Dorman and requested consideration of modifications to diploma size and wording. While President Dorman has the authority to implement the requested changes, his preference is to inform his decision on whether to implement by vetting the proposal to faculty representatives, specifically with the leaders of the university senate which include standing committee</p>	<p>The motion (endorse proposed diploma modifications) was endorsed.</p>	

	<p>chairs and elected faculty senators on the executive committee. The proposed changes are</p> <ul style="list-style-type: none"> ▪ <u>Diploma Size</u> To increase the size of the master’s degree diploma from its current size matching that of a bachelor’s degree to the size of the terminal degree (presently used only for the Doctor of Nursing Practice. (DNP)). ▪ <u>Wording</u> To add the designation of the major to the undergraduate diploma, e.g. rather than Bachelor of Science it would be Bachelor of Science in Nursing. <p>Other contextual information points related to the proposal included</p> <ul style="list-style-type: none"> • should the diploma size be amended, the way in which it is presented to a recipient would also be amended. Specifically it would no longer include a cover but rather be rolled up with a ribbon (as is the case presently for the DNP) • double majors receive two degrees one with each major • a recent registrar survey indicated that about fifty percent of all institutions put the major on the degrees with anticipation of this number continuing to climb • #1 call from students to the registrar’s office regarding commencement is to pose the question <i>Why isn’t my major listed on my degree?</i> The prominence of this question is indicative of the fact that most students think about their 		
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	<p>undergraduate degree by their major not as a Bachelor of Science (B.S.) or Bachelor of Arts (B.A.).</p> <p>ECUS/SCC Deliberation Discussion on this matter had the following conversation points.</p> <ol style="list-style-type: none"> 1. The earliest these modification would be implemented is 2017 as we have existing paper stock to use up first. 2. There was general consensus that this should be shared with the university senate as an information item and that formal review by a committee (say SAPC) was deemed unnecessary. 3. An opinion from the floor noting that in some cases it might be preferable not to the have the major on the degree – one contextual example offered was for an academic (professor) who displays degrees on her/his office wall when her/his advanced degree is in a discipline different from her/his undergraduate major. <p>Motion A MOTION that the recommended diploma modifications be endorsed as proposed – specifically (1) to increase the size of the master’s degree diploma from its current size matching that of a bachelor’s degree to the size of the terminal degree and (2) to add the designation of the major to the undergraduate diploma was made and seconded.</p>		
<p>VIII. Next Meeting (Tentative Agenda, Calendar)</p>			
<p>1. Calendar</p>	<p>27 Mar 2015 @ 3:30pm Univ. Senate A&S 2-72 27 Feb 2015 @ 2:00pm Univ. Senate committees 27 Feb 2015 @ 3:30pm ECUS/SCC Parks 301</p>		

2. Tentative Agenda	Some of the deliberation today may have generated tentative agenda items for future ECUS and ECUS-SCC meetings.		Susan Steele will ensure that such items (if any) are added to agendas of the appropriate ECUS or ECUS-SCC meetings.
IX. Adjournment	As there was no further business to consider, a MOTION <i>to adjourn the meeting</i> was made and seconded.	The motion to adjourn was approved and the meeting adjourned at 4:39 pm.	

Distribution:

First; To Committee Membership for Review

Second: Posted to the Minutes Website

Approved by: _____

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

COMMITTEE NAME: EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE (ECUS)

COMMITTEE OFFICERS: SUSAN STEELE (CHAIR), JOHN R. SWINTON (VICE-CHAIR), CRAIG TURNER (SECRETARY)

ACADEMIC YEAR: 2014-2015

AGGREGATE ATTENDANCE RECORD FOR MEETINGS OF THE EXECUTIVE COMMITTEE AND STANDING COMMITTEE CHAIRS

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

Acronyms	EFS = Elected Faculty Senator; CoAS = College of Arts & Sciences, CoB = College of Business; CoE = College of Education; CoHS = College of Health Sciences									
	Meeting Dates	08-22-14	10-03-14	11-14-14	01-23-15	02-27-15	04-03-15	Present	Regrets	Absent
Kelli Brown <i>Provost</i>	P	R	P	R	P			3	2	0
Ben Davis <i>EFS; Library</i>	P	P	P	P	P			5	0	0
Steve Dorman <i>University President</i>	R	R	R	R	P			1	4	0
Lyndall Muschell <i>EFS; CoE; ECUS Chair Emeritus</i>	P	P	P	P	R			4	1	0
Susan Steele <i>EFS; CoHS; ECUS Chair</i>	P	P	P	P	P			5	0	0
John Swinton <i>EFS; CoB; ECUS Vice-Chair</i>	P	P	P	P	P			5	0	0
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P	P	P	P			5	0	0
Howard Woodard <i>EFS; CoB; APC Chair</i>	P	P	R	P	P			4	1	0
Stephen Wills <i>EFS; CoE; CAPC Chair</i>	P	P	P	P	R			4	1	0
Tom Toney <i>EFS; CoAS; FAPC Chair</i>	P	P	R	P	P			4	1	0
Ben McMillan <i>EFS; CoB, RPIPC Chair</i>	P	P	P	P	P			5	0	0
Macon McGinley <i>EFS; CoAS, SAPC Chair</i>	P	P	P	P	R			4	1	0

CHAIRPERSON SIGNATURE _____

DATE _____-(Including this Approval by chair at committee discretion