

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

**MEETING DATE & TIME:** 02 Nov 2012; 2:00 –3:15

**MEETING LOCATION:** PARKS ADMINISTRATION BUILDING, ROOM 301

**ATTENDANCE:**

<b>MEMBERS</b>		<b>“P” denotes Present, “A” denotes Absent, “R” denotes Regrets</b>	
<b>P</b>	Janet Clark (CoAS, ECUS Chair Emeritus)	<b>R</b>	Deborah MacMillan (CoHS)
<b>P</b>	Steve Dorman (University President)	<b>P</b>	Lyndall Muschell (CoE, ECUS Vice-Chair)
<b>P</b>	Joshua Kitchens (Library)	<b>P</b>	Craig Turner (CoAS, ECUS Secretary)
<b>P</b>	Matthew Liao-Troth (Interim Provost)	<b>P</b>	Catherine Whelan (CoB, ECUS Chair)
<b>P</b>	Bryan Marshall (CoB, APC Chair)	<b>R</b>	Susan Steele (CoHS, CAPC Chair)
<b>P</b>	Leslie Moore (CoHS, FAPC Chair)	<b>P</b>	Maureen Horgan (CoAS, RPIPC Chair)
<b>P</b>	Dianne Chamblee (CoHS, SAPC Chair)		
<b>GUESTS:</b>			
Cara Meade (CAPC Secretary)			
Matthew Williams (Graduate Assistant of the 2012-2013 University Senate)			
	<i>Italicized text denotes information from a previous meeting.</i>		
	*Denotes new discussion on old business.		

<b>AGENDA TOPIC</b>	<b>DISCUSSIONS &amp; CONCLUSIONS</b>	<b>ACTION OR RECOMMENDATIONS</b>	<b>FOLLOW-UP</b> {including dates/responsible person, status (pending, ongoing, completed)}
<b>I. Call to order</b>	The meeting was called to order at 2:01 pm by Catherine Whelan (Chair).		
<b>II. Approval of Agenda</b>	A motion to approve the agenda was made and seconded. The last of the committee reports on the tentative agenda was changed from RPIPC to ECUS.	The agenda was approved as amended.	

<b>III. Approval of Minutes</b>	<p>A motion to consider the 26 Oct 2012 ECUS-SCC minutes was made and seconded. These minutes had been circulated to the meeting attendees via email with no revisions offered. Craig Turner sought committee review of the draft of the PPPM motion. Revisions to this motion were made including (1) the deletion of the first word (“to”) from parts c and d and (2) the replacement in part b of the first word “reformat” with the phrase “coordinate the reformatting of.”</p>	<p>The 26 Oct 2012 ECUS minutes were approved as amended to be posted to minutes.gcsu.edu.</p>	
<b>IV. Reports</b>			
<b>President’s Report</b>  <b>Steve Dorman</b>	<ol style="list-style-type: none"> <li>1. <b><u>Chancellor Visit:</u></b> The USG Chancellor, Hank Huckaby, will be visiting Georgia College on Wednesday, 7 Nov 2012. The Chancellor will be meeting with students, faculty, President’s cabinet and others. In particular, the Chancellor will want to meet with representatives of the University Senate. Catherine Whelan was asked to coordinate with Monica Starley for scheduling the meeting with the university senate representatives.</li> <li>2. <b><u>Bomb Threat:</u></b> A serious “event” occurred yesterday (Thu 01 Nov 2012) when a bomb threat to Georgia College was called into 911. President Dorman was pleased with the professionalism and efficiency of the handling of all the logistics including the campus evacuation by university public safety, community authorities, and emergency personnel.</li> <li>3. <b><u>Association of American Colleges and Universities (AAC&amp;U) Meeting:</u></b> The session of this meeting that seemed most significant to President Dorman was the demographer report that provided some</li> </ol>		

<p><b>Provost's Report</b></p> <p><b>Matthew Liao-Troth</b></p>	<p>information that will greatly assist with planning for the future.</p> <ol style="list-style-type: none"> <li><b>1. <u>Common Meeting Time (Procedure)</u></b> <ol style="list-style-type: none"> <li>a. Interim Provost Liao-Troth brought and circulated a draft document entitled "Procedures for Class Scheduling and Common Meeting Time Policy" inviting and welcoming feedback on this draft. He noted that these procedures, when finalized, would be placed in the Policies, Procedures and Practices Manual and serve to supplement the Classroom Utilization and Common Meeting Time Policy passed by the University Senate (See motion 0910.APC.003.P)</li> </ol> </li> <li><b>2. <u>Veteran Services</u></b> <ol style="list-style-type: none"> <li>a. Interim Provost Liao-Troth and Chief Student Affairs Officer Harshbarger have formed a task force to prepare a white paper on administrative policy and procedures for veteran services. Dr. Liao-Troth recommended that this white paper be routed to SAPC to coordinate with their efforts on seeking ways to provide support services for students with connections to the military such as veterans.</li> </ol> </li> <li><b>3. <u>University Senate Website</u></b> <ol style="list-style-type: none"> <li>a. Interim Provost Liao-Troth provided an update on the technical support for the web site of the university senate.</li> <li>b. While this support had previously been provided via the IDEAS unit, there will be some reorganization to move this into the IT unit. Efforts to</li> </ol> </li> </ol>		
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	<p>hire a person to offer this support are in progress and the hope is to have this person in place sooner rather than later.</p> <p>c. Interest in purchasing some of the software that is implemented on the senate database (specifically the legislative tracking system that we call the online motion database) has been expressed by another university outside the USG. Efforts to negotiate on this matter are ongoing.</p>		
<p><b>FAPC (Faculty Affairs Policy Committee) Report – Leslie Moore</b></p>	<p>There are no motions being proposed by FAPC for consideration at the 16 Nov 2012 University Senate meeting. A summary of the FAPC deliberation at its 26 Oct 2012 meeting is as follows.</p> <ol style="list-style-type: none"> <li>1. <b><u>Student Opinion Surveys Webinars:</u></b> At the request of the Interim Provost, FAPC has formed a Student Opinion Survey work group to collect information on nationally normed student opinion survey instruments including those instruments recommended by the work group of the University Chairs Council, specifically IDEA and ETS SIR II. This work group decided to schedule webinars to gather this information and has recently had its webinar with IDEA and will soon have its webinar with ETS SIR II.</li> <li>2. <b><u>Student Opinion Surveys Next Steps:</u></b> Leslie Moore sought guidance on what FAPC was to do with the information and FAPC recommendations (if any) that may emerge. After some discussion, the general agreement of those present was to recommend to Leslie Moore that FAPC</li> </ol>		

	<p>offer its recommendations on the Student Opinion Surveys to the university senate in the form of a resolution seeking the endorsement of the University Senate.</p> <p>3. <b>Post-Tenure Review:</b> FAPC had also discussed options to continue the review of the post-tenure review language in the <i>Policies, Procedures and Practices Manual</i> and had agreed to defer this consideration until there was clarity on the implementation status of this policy across the university. Interim Provost Liao-Troth indicated that he had recently reviewed this matter and indicated that the post-tenure policy is implemented across the university. He went on to note that the first step of this implementation is the notification of faculty who are scheduled to undergo post-tenure review by the Office of Academic Affairs and that these notifications were in progress. Leslie Moore thanked the Interim Provost for this information indicating that she will share this with FAPC members.</p>		
<p><b>RPIPC (Resources, Planning, and Institutional Policy) Report-</b></p> <p><b>Maureen Horgan</b></p>	<p><u>07 Sep 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>There are no motions being proposed by RPIPC for consideration at the 21 Sep 2012 University Senate meeting</i></li> <li>2. <i>At its 24 Aug 2012 meeting, RPIPC adopted operating procedures that were comparable to those of the 2011-2012 RPIPC and prioritized tentative agenda items. Among its tentative agenda items were smoking policy (enforcement), common meeting time task force, university service recognition lag (e.g. faculty being recognized in the spring of their 11<sup>th</sup> year for ten years of service),</i></li> </ol>	<p><u>07 Sep 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>The item of smoking policy was formally steered to RPIPC for consideration. Specific suggestions to focus on awareness, education, and enforcement of the policy were offered.</i></li> <li>2. <i>There was conversation about the status of the Common Meeting Time Task Force noting it was a group formed and charged by the 2011-2012 RPIPC and that it was</i></li> </ol>	<p><u>07 Sep 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>Maureen Horgan will ensure that RPIPC consider the smoking policy matter, particularly the logistics of smoking policy enforcement.</i></li> <li>2. <i>Maureen Horgan will ensure that the 2012-2013 RPIPC consider the status and continuation of the Common Meeting</i></li> </ol>

	<p><i>Shared Leave, University Email Listservs (e.g. the many messages received from the sender GC Communications), Website and CAS Issues.</i></p> <p>3. <i>At its 28 Sep 2012 meeting, RPIPC will consider the aforementioned topics of University Email Lists and Website and CAS Issues in consultation with John Hachtel, Associate Vice President of Strategic Communications, and Robert Orr, Chief Information Officer.</i></p> <p>4. <i>At its 26 Oct 2012 meeting, RPIPC will consider the aforementioned topics of Service Recognition Lag and Shared Leave in consultation with Rod Kelly, Director and Chief Human Resources Officer.</i></p> <p><u>05 Oct 2012:</u> <i>There are no motions being proposed by RPIPC for consideration the 19 Oct 2012 University Senate meeting.</i></p> <p>1. <b><i>RPIPC Representatives to other groups:</i></b></p> <p>a. <i>Lucy Kachmarik agreed to be the RPIPC representative on the Signage Committee.</i></p> <p>b. <i>Greg Mahan agreed to be the RPIPC representative on the Sustainability Council.</i></p> <p>2. <b><i>Items that RPIPC agreed to address at its 26 Oct 2012 meeting include:</i></b></p> <p>a. <b><i>Shared Leave and Service Recognition Lag.</i></b> <i>Rod Kelly, Director and Chief Human Resources Officer, will attend the meeting.</i></p> <p>b. <b><i>Smoking Policy Enforcement.</i></b> <i>Amy Whatley, Associate Director of the Wellness and Recreation Center met</i></p>	<p><i>appropriate for the 2012-2013 RPIPC to consider whether its desire is to authorize and formalize the continuation of this task force.</i></p> <p><u>05 Oct 2012</u> <i>There was a lively discussion on the common meeting time topic stimulated by the task force statement. Conversation points included:</i></p> <p>1. <i>There was a suggestion to formally document guidance on the common meeting time and classroom scheduling in some official repository such as documenting it as practice or procedure in the Policies, Procedures and Practices Manual.</i></p> <p>2. <i>Two perspectives regarding the common meeting time task force recommendation that colleges consider implementing a college-level common meeting time were offered (a) classes should be scheduled first and then the meeting times identified (b) if the college elected to have one, the common college meeting time should be identified as some class time “on the grid” (say the 8-8:50 MWF block or 2:00-3:15 TR block, etc.) with no classes</i></p>	<p><i>Time Task Force.</i></p> <p><u>05 Oct 2012</u></p> <p>1. <i>Maureen Horgan is ensuring that RPIPC consider the smoking policy matter.</i></p> <p>2. <i>Maureen Horgan did ensure that RPIPC consider the status and continuation of the Common Meeting Time Task Force.</i></p> <p>3. <i>Maureen Horgan to seek feedback from the Common Meeting Time Task Force on the inclusion on the editorial suggestions to its statement offered during the 05 Oct 2012 review by ECUS and Standing Committee Chairs.</i></p> <p><u>02 Nov 2012</u></p> <p>1. <i>Maureen Horgan did seek and receive feedback from the Common Meeting Time Task Force on the inclusion of the editorial suggestions to its statement offered during the 05 Oct 2012 review by ECUS and Standing Committee Chairs.</i></p>
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	<p>with Freshman Senator Juawn Jackson (who also represents the Student Services Committee) about suggestions from students. The students are interested in taking the lead on enforcement. Maureen Horgan has extended an invitation to Juawn Jackson to attend the 26 Oct 2012 meeting of RPIPC.</p> <p>c. <b>Public Art Policy.</b> Maureen Horgan has already started collecting information on public art policies at other COPLAC institutions.</p> <p>3. <b>Workgroup updates</b></p> <p>a. <b>Common Meeting Time Task Force.</b> Sally Humphries, Chair of the Task Force, prepared a statement which is a clarification of the policy suggested in the report by the Classroom Utilization Committee chaired by Mark Pelton. There is more flexibility allowed than was understood when many colleges implemented the new schedule.</p> <p>4. <b>Guests at 28 Sep 2012 RPIPC meeting:</b></p> <p>a. <b>John Hatchel, Associate VP for Strategic Communications</b> spoke about the need to:</p> <p>i. Improve the reputation of the strategic communications unit that he directs,</p> <p>ii. Create a strategic plan for a flexible branding personality that can be used for recruiting (a Media Relations Manager should be hired and in place within three weeks)</p> <p>iii. Create a new university website</p>	<p>scheduled by that college during the selected block, thus making the classrooms used by that college available for use by the other colleges. Those present were split on these views and no clear consensus for either of these opinions emerged.</p> <p>3. An editorial suggestion for the task force document was offered. Specifically to change the phrase referencing the college common meeting time from “during which no classes would be scheduled” to “during which no classes have been scheduled.” There was agreement that the task force document should not be modified and distributed more widely as a statement from the task force without ensuring that the task force was in agreement with the proposed modification. Thus Maureen Horgan was charged to consult Sally Humphries and obtain feedback from the task force regarding proposed editorial modifications.</p> <p><u>02 Nov 2012</u> There were no actions or recommendations offered to RPIPC at this meeting.</p>	
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*with better navigation features  
(within a year)*

- iv. Reinstate a way to reach all students via an email listserv*
- v. Improve listservs and campus-wide email communication*
- b. Bob Orr and James Carlisle (University IT) reported on their progress with CAS 2.**
  - i. There is an advisory committee providing input.*
  - ii. CAS 2 will allow access to all, or nearly all school programs with one log-in (most are completed or pending, PAWS is not yet tied in).*
  - iii. A complicated (“strong”) password is necessary for regulation (federated ID).*
  - iv. IT will be making it easier to retrieve a lost password.*
  - v. They are also working on a comparable program for off-campus access.*

02 Nov 2012

There are no motions being proposed by RPIPC for consideration at the 16 Nov 2012 University Senate meeting.

1. **RPIPC Meeting:** RPIPC met on 26 October 2012 from 2:00pm to 3:30pm in Health Sciences Building 2-11
2. **Sustainability Council Representative:** Aubrey Ethridge agreed to be the RPIPC representative to Sustainability Council.
3. **Common Meeting Time:** The Common Meeting Time consideration is continuing. The Task Force presented a



	<p>final version of their statement that includes consideration of revisions suggested at the RPIPC 28 September meeting and the ECUS 5 October meeting, and a list of “take-aways”, i.e. suggestions for implementation. The task force was asked to revise the latter list and bring both back to RPIPC for further consideration.</p> <p>4. <b>Shared Leave:</b> The Shared Leave Pool Task Force presented their draft documents for a proposed Shared Leave Pool. They had just gotten word from USG that annual leave cannot be included, only medical leave, and will edit the document to remove all mention of annual leave. Other suggested revision included:</p> <ul style="list-style-type: none"> <li>i. revision of the definition of Immediate Family,</li> <li>ii. allowing participants to make donations throughout the year and not just during the open enrollment period,</li> <li>iii. allowing an appeal to the entire community, instead of just to participants, when donations are needed when the balance gets too low,</li> <li>iv. document the appeals process, and</li> <li>v. add a statement about possible abuse.</li> </ul> <p>The Task Force will present the revised document, along with a suggested policy for Service Recognition Lag, at the 30 November RPIPC meeting.</p> <p>5. <b>Smoking Policy Enforcement:</b> Freshman Senator and SGA Student</p>		
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	<p>Services Representative Juawn Jackson presented suggestions to improve and better enforce the Smoking Policy:</p> <ul style="list-style-type: none"> <li>i. a centrally designed smoking area on main campus, and</li> <li>ii. signage to be posted around campus.</li> </ul> <p>RPIPC suggestions included having an educational campaign to accompany any changes made, and address more frequent cleaning of the current Designated Smoking Areas. Juawn, Aubrey Ethridge (SGA representative to RPIPC) and a representative from RSA will meet to present developed ideas at the 30 November meeting. Kirk Armstrong has agreed to work with this group.</p> <p>6. <b>Public Art Policy:</b> Suggested changes to the Proposed Policy on Public Art were discussed after input from University Architect Michael Rickenbaker and Art Department Chair Bill Fisher. Suggested revisions are to:</p> <ul style="list-style-type: none"> <li>i. designate a small committee of four (University Architect or Presidential designee, University Archivist, Art Department Chair or designee, and student (approved by SGA) to act as an interim committee to handle requests for public art until policies and procedures are in place,</li> <li>ii. have that group designate the membership of the Committee on Public Art that would develop the policies and procedures, and</li> <li>iii. have the second group in place by the end of Fall Term 2012.</li> </ul>		
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<p><b>SAPC (Student Affairs Policy Report) –</b></p> <p><b>Dianne Chamblee</b></p>	<p>There are no motions being proposed by SAPC for consideration at the 16 Nov 2012 University Senate meeting. The matters considered by SAPC at its 26 Oct 2012 meeting include:</p> <ol style="list-style-type: none"> <li>1. <b><u>Aderall Abuse</u></b>: Continuing the preparations for the delivery of an educational program for students to address the concerns on Adderall abuse. This program is being developed by nursing students and is expected to be delivered in the residence halls during the 2012-2013 academic year.</li> <li>2. <b><u>Student Emergency Funding</u></b>: The funding has changed from last year and presently has a modest balance of \$500, mostly from donations made by university employees in financial aid. SAPC is exploring ways to increase this balance and the students of the Student Government Association are taking the lead on these efforts.</li> <li>3. <b><u>Military Students</u></b>: SAPC has been seeking university and community support for military students. Bryan Marshall is coordinating with the appropriate university and Georgia Military College personnel to form a Recognized Student Organization for these students. The hope is that such an organization could work to set up support programs.</li> <li>4. <b><u>International Students</u></b>: SAPC has been seeking university and community support for international students. Dee Sams is coordinating with appropriate university personnel</li> </ol>		
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	<p>to consider support programs and to consider reviving the adopt an international student program.</p> <p>5. <b><u>Text Book Availability:</u></b> The Student Government Association and SAPC are collaborating to seek options on textbook availability for students and the learning center.</p> <p>6. <b><u>Student Transportation for Counseling Services:</u></b> Consideration of the transportation of students from the main campus to the Counseling Services office located on west campus is progressing and will be continuing at the next SAPC meeting.</p> <p>7. <b><u>Sustainability:</u></b> SAPC and the Student Government Association are encouraging each recognized student organization to consider sponsoring a sustainability initiative.</p> <p>8. <b><u>Next Meeting:</u></b> The next meeting of SAPC is scheduled for Friday 30 Nov 2012. Dr. Ken Farr will provide a report in his capacity as the Faculty Athletic Representative (FAR).</p>		
<p><b>APC (Academic Policy Committee) Report – Bryan Marshall</b></p>	<p>1. <b><u>Syllabus Repository Motion:</u></b> The APC intends to provide motion at the 16 Nov 2012 meeting of the University Senate to establish a repository (website) to archive syllabus statements that are required on all university syllabi. Catherine Whelan asked that Bryan Marshall email the text of this motion as well as all its supporting documents to her to provide a backup in the event that the online motion database is not available. Bryan Marshall agreed to forward this information to Catherine.</p> <p>2. <b><u>Academic Probation:</u></b> APC continues its</p>	<p>The update on the topic of overhead exemption for student research courses offered in the summer stimulated a lively discussion. The main threads of the conversation were that the exemption of overhead may not be fiscally feasible and that there were other similar courses such as internships that should likely also be eligible for the exemption should it be determined that such exemptions are feasible. After the</p>	<p>Catherine Whelan will discuss the proposal that student research courses offered in the summer receive overhead exemption with Interim Provost Liao-Troth and consider options for next steps of the consideration of this proposal.</p>

	<p>deliberation on the matter of academic probation and is currently considering the shortening of the probation for students who qualify for academic probation more than once. The proposal is to shorten the time of probation during repeat cycles and start at the second level rather than the first. A few more details are being gathered for the next APC meeting at which deliberation will continue.</p> <p>3. <b><u>Disastrous Semester Policy:</u></b> A renaming of this from disastrous semester policy to alarming semester policy is at present under consideration. This policy has to do with the options available to a student who has an alarmingly low grade point average in a semester, possibly due to mitigating non-academic circumstances.</p> <p>4. <b><u>Should Student Research Courses in the summer be overhead-exempt?</u></b> A proposal that student research courses offered in the summer be exempt from overhead was considered by APC. It was proposed to APC by Ken McGill in the context of student research courses offered in the area of chemistry and the proposal was broadened to apply across the university and received support by the APC. Bryan Marshall sought guidance on the next steps for the consideration of this proposal, particularly seeking the steering of the proposal to the appropriate campus individuals or group.</p>	<p>discussion, the paper proposal was passed to Catherine Whelan and it was agreed that she and Interim Provost Matthew Liao-Troth should discuss the matter further and consider options for next steps of the consideration of this proposal.</p>	
<p><b>CAPC (Curriculum and Assessment Policy Committee) Report –</b> <b>Cara Meade (for Susan</b></p>	<p>There are four motions being proposed by CAPC for consideration at the 16 Nov 2012 University Senate meeting, and deliberation on a fifth motion will continue. Specifically</p> <p>1. <b><u>SACS Substantive Change:</u></b> A policy on</p>	<p>The CAPC proposal of a motion to propose the MAT in Early Childhood stimulated some conversation. The proposal was in the online motion database as</p>	<p><u>Cara Meade to</u></p>

<p>Steele)</p>	<p>substantive change in the context of the SACS accreditation has been under consideration by CAPC and is ready for consideration by the University Senate.</p> <p>2. <b><u>Global Overlay and Study Abroad:</u></b> CAPC will propose the following as university policy “Any study abroad experience in which a student earns course credit shall be considered to carry a Global Perspectives overlay.”</p> <p>3. <b><u>Global Overlay and the Core:</u></b>CAPC will propose the following as a motion: To change the Global Perspectives (GL) overlay requirement in the core curriculum in the undergraduate catalog from: "Two exposures must be completed in the core; the remaining exposure may be completed in any part of a student's curriculum." to read as: "Students are required to complete three courses with the global overlay, one of which must be completed as part of the student’s core curriculum."</p> <p>4. <b><u>MAT in Early Childhood:</u></b> CAPC is proposing consideration of the MAT in Early Childhood that was proposed during the 2011-2012 academic year.</p> <p>5. <b><u>Global Overlay and the International Plan:</u></b> CAPC deliberation of a motion emerging from the Subcommittee on the Core Curriculum (SoCC) regarding the approval of all courses in the current International Plan to satisfy the global overlay will continue at the next CAPC meeting.</p> <p>Catherine Whelan asked that Cara Meade email the text of the CAPC motions as well as all its supporting documents to her to</p>	<p>motion 1112.CAPC.007.C and also as 1112.CAPC.010.C. The faculty members on the 2012-2013 ECUS who were also members of the 2011-12 ECUS indicated that the reason that neither of the aforementioned motions had been considered by the University Senate during the 2011-2012 academic year was because the proposal had not received the appropriate approval from the chief academic officer (provost). There is much campus folklore on the history of the deliberation of this proposal. A review of the documentation in the online motion database on the big projection screen confirmed that it contained no indication of the chief academic officer (provost) approval. This campus folklore had been discussed by the ECUS with Standing Committee Chairs earlier this academic year and the recent follow-up by Catherine Whelan and the Interim Provost each of whom had consulted with Associate Provost Ormond had also concluded that there was no formal documentation of the approval of this proposed MAT program by the chief academic officer (provost). Interim Provost Liao-Troth requested that Cara Meade send the proposal to him for review. He went on to say that</p>	
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	provide a backup in the event that the online motion database is not available. Cara Meade agreed to forward this information to Catherine Whelan.	it may still be possible that this motion could be eligible for consideration at the 16 Nov 2012 meeting of the university senate.	
<b>ECUS (Executive Committee of the University Senate)</b>  <b>Catherine Whelan</b>	Catherine Whelan reported on a couple highlights of the work of the Executive Committee. These included: 1. Continuing the consideration of possible ways to televise / broadcast meetings of the university senate to members of the university community. Recently the proposal is for audio only with no video. Feedback from those present was invited and welcomed by email. No particular feedback was offered at this meeting. 2. Catherine Whelan is scheduled to meet with Katy Washington, Director of Disability Services, to discuss the professional development opportunities for faculty in this area. More information will be shared as it becomes available.		
<b>V. Information Items</b> Actions/Recommendations			
	There were no information items on the agenda of the 26 Oct 2012 ECUS meeting.		
<b>VI. Unfinished Business</b> <b>Review of Action &amp; Recommendations, Provide updates (if any) to Follow-up</b>			
<b>Broadcasting University Senate Meetings</b>	<u>28 Sep 2012:</u> <i>The exploration of feasibility and desirability of making the viewing of a live broadcast of meetings of the University Senate available to the university community and requiring authentication (with the existing CAS ID and password if possible) to view these meetings</i>	<u>28 Sep 2012:</u> <i>There was general agreement that</i> a) <i>implementation of this broadcasting should be contingent upon approval by the University Senate.</i>	<u>28 Sep 2012:</u> 1. <i>Catherine Whelan will consult with university television personnel to inform deliberation.</i> 2. <i>Josh Kitchens will consult with IDEAS</i>

	<p><i>was proposed for consideration.</i></p> <p><u>05 Oct 2012:</u>  <i>Those present were provided a brief synopsis of the issue (see above). Catherine Whelan indicated she would continue to gather more information to facilitate future deliberation on this matter and invited all present to “have a think” on this matter prior to the next ECUS-SCC meeting.</i></p> <p><u>26 Oct 2012</u></p> <ol style="list-style-type: none"> <li><i>1. Josh Kitchens had consulted with Wesley Smith of IDEAS and Big Blue Button was identified as one possible tool to implement broadcasting meetings.</i></li> <li><i>2. Debby MacMillan shared her experience with Collaborate noting its features and in particular its automation in archiving the recording of a meeting.</i></li> <li><i>3. It was noted that there was a fee for the license for Collaborate and the present licensing agreement expired at the conclusion of the academic year. In contrast, there was no cost in using the Big Blue Button software at this time. There was general agreement to explore the feasibility of the free option (Big Blue Button) before considering the tools for broadcasting, like Collaborate, with associated costs including licensing.</i></li> <li><i>4. The issue of remote participation was identified as a facet for consideration in the continuing deliberation and selection of a tool for broadcasting. Pros and cons of remote participation and attendance by university senators were briefly discussed with no clear committee</i></li> </ol>	<ol style="list-style-type: none"> <li><i>b) more details regarding implementation feasibility were necessary before this proposal would be ready for possible presentation to the University Senate. and that designated members of the Executive Committee should seek this information</i></li> <li><i>c) Standing Committee Chairs should inform the conversation on this matter and be consulted at the 5 Oct 2012 ECUS-SCC meeting.</i></li> </ol> <p><u>26 Oct 2012</u></p> <ol style="list-style-type: none"> <li><i>1. Josh Kitchens was asked to follow-up with appropriate IDEAS personnel on the details of using Big Blue Button as a broadcasting tool. Among the details might be remote participation, microphone logistics, and the automatic archiving that was observed in the use of the Collaborate tool</i></li> </ol>	<p><i>personnel to inform this deliberation.</i></p> <ol style="list-style-type: none"> <li><i>3. Catherine Whelan will ensure that this topic is placed on the tentative agenda of the 5 Oct 2012 ECUS-SCC meeting.</i></li> </ol> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> <li><i>1. Catherine Whelan will consult with university television personnel to inform deliberation.</i></li> <li><i>2. Josh Kitchens will consult with IDEAS personnel to inform this deliberation.</i></li> <li><i>3. Catherine Whelan will ensure that this topic is placed on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i></li> </ol> <p><u>26 Oct 2012</u></p> <ol style="list-style-type: none"> <li><i>1. Catherine Whelan did consult with university television personnel to inform deliberation.</i></li> <li><i>2. Josh Kitchens did consult with IDEAS personnel to inform this deliberation.</i></li> <li><i>3. Catherine Whelan did place this topic on the tentative agenda of the 26 Oct 2012 ECUS</i></li> </ol>
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	<p><i>consensus for or against remote participation.</i></p> <p>5. <i>After additional conversation, there was general agreement to consider only audio in the broadcasting (and not video). From the experience of those in attendance, the collecting of audio at meetings was typically accomplished by having a microphone for the presenters and a second microphone for commentary and participation from the floor.</i></p> <p>6. <i>There was general agreement that more detailed information was needed on this matter before making a commitment to the implementation of the broadcasting.</i></p> <p><u>02 Nov 2012</u>  <i>Recently the proposal is for audio only with no video. Feedback from those present (ECUS and SCC) was invited and welcomed by email. No particular feedback was offered at this meeting.</i></p>		<p><i>meeting.</i></p> <p>4. <i>Josh Kitchens will continue to consult with IDEAS personnel for more information about Big Blue Button (remote participation, microphone logistics, automatic archiving, etc.) to inform this deliberation.</i></p> <p>5. <i>Catherine Whelan will ensure that this item is placed on the tentative agenda of the 2 Nov 2012 ECUS-SCC meeting.</i></p>
<p><b><i>Policies Procedures and Practices Manual (PPPM)</i></b></p>	<p><u>28 Sep 2012</u>  <i>Catherine Whelan indicated that she would be meeting with Mike Digby to further talk about the PPPM and would have more information to share after that meeting.</i></p> <p><u>26 Oct 2012</u>  1. <i>Catherine Whelan indicated that she had recently met with Dr. Mike Digby to discuss the next steps on the PPPM.</i>  2. <i>Mike Digby noted that he was charged to edit and not to rewrite. He considered this aspect when formulating the proposed next steps (in item 3 below). Some of the next steps correspond to</i></p>	<p><u>26 Oct 2012</u>  <i>The PPPM Motion (26 Oct 2012) was approved.</i></p>	<p><u>28 Sep 2012</u>  <i>Catherine Whelan will ensure that this topic is placed on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i></p> <p><u>26 Oct 2012</u>  <i>Catherine Whelan will inform Mike Digby of PPPM Motion (26 Oct 2012) authorizing him to implement their jointly proposed next steps on the PPPM.</i></p>

*edits (editorial changes), others are rewrites (content changes) that would require a review by other university personnel or committees.*

3. *As the new software to manage the PPPM was now in place, Catherine Whelan and Mike Digby had agreed to propose the following as next steps:*

a. **Restructuring:** *Modifying the existing section titles to support better indexing and to make the PPPM more user friendly with respect to the use of the find / search function to locate and identify existing policies, procedures, and practices.*

b. **Reformatting Policy Statements:** *Reformat the existing university policies that are in the PPPM, as necessary, to align with the current standardized university policy format template. The current and reformatted versions will be referred to ECUS for steering to itself or other individuals and committees for review. The review in this case would be asking if the reformatting modifies the intent of the language that articulates the policy statement and its associated procedures (if such procedures exist).*

c. **Identifying / Resolving Conflicts:** *In some cases (such as Student Opinion Surveys), there are multiple versions of a policy statement that contain conflicting information. In these cases, the multiple versions will be identified, collated, and referred to ECUS for steering to the appropriate*

	<p><i>individual or policy committee for review and conflict resolution.</i></p> <p>d. <b><u>Authorizing Procedure / Practice:</u></b>  <i>Some procedures and practices that are included in the PPPM are dated (inconsistent with perceived current procedure and practice) and some do not identify an individual (position) responsible and authorized for their maintenance. Such practices and procedures will be identified and referred to ECUS for steering to the appropriate individual or committee for review.</i></p> <p>4. <b><u>PPPM Motion (26 Oct 2012):</u></b> <i>A motion To acknowledge the excellent work on the PPPM by Dr. Mike Digby and authorize him to take the proposed next steps, to</i></p> <p>a. <i>modify section titles to support better indexing and facilitate the search/find function of the PPPM</i></p> <p>b. <i>coordinate the reformatting of existing policy statements in the PPPM, as necessary, to align them with the current standardized university policy format template and refer the existing and reformatted versions to ECUS for steering to itself or other university personnel or committees to review the reformatted versions with respect to modification (if any) to the intent of the language articulating the policy statement or its associated procedure (if such procedures are present),</i></p> <p>c. <i>identify and collate conflicting versions of policies and refer these to ECUS for steering to the appropriate</i></p>		
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	<p><i>individual or policy committee for review and conflict resolution. and</i></p> <p><i>d. identify the practices and procedures that are either inconsistent with the perceived current practice or procedure and/or for which there is no individual (position) responsible and authorized for their maintenance and refer these to ECUS for steering to appropriate individuals or committees for review</i></p> <p><i>was made and seconded.</i></p> <p><i>5. <b>Change Log:</b> Catherine Whelan noted that Mike Digby is maintaining a Change Log for the PPPM that will document the editorial changes that he is making as well as those changes that he is proposing for consideration and review by others.</i></p>		
<p><b>Emergencies and Communication Channels in Classrooms</b></p>	<p><u>28 Sep 2012</u></p> <p><i>A proposal to explore the feasibility of having communication channels available in classrooms was made. Such channels might facilitate contact of information technology assistance for projection systems or contact of public safety in an emergency. Josh Kitchens noted that the Student Technology Fee Committee was considering an intercom system for classrooms in consultation with Chief Information Officer Bob Orr. Other channel options were proposed including Voice Over Internet Protocol (VOIP) or telephones. President Dorman indicated that exploration of the feasibility of VOIP as a possible replacement for existing phone service as a cost-saving measure was in progress. Catherine Whelan agreed to seek more information on this concern for the next</i></p>	<p><u>28 Sep 2012</u></p> <p><i>There was general agreement to seek additional information on this matter including existing best practices.</i></p>	<p><u>28 Sep 2012</u></p> <ol style="list-style-type: none"> <li><i>1. President Dorman to provide updates on the possible use and feasibility of VOIP.</i></li> <li><i>2. Catherine Whelan will gather information to inform deliberation.</i></li> <li><i>3. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i></li> </ol> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> <li><i>1. President Dorman to provide updates on the possible use and</i></li> </ol>

	<p>meeting.</p> <p><u>05 Oct 2012</u> Those present were provided a brief synopsis of the issue (see above). Catherine Whelan indicated she would continue to gather more information to facilitate future deliberation on this matter.</p>		<p>feasibility of VOIP.</p> <ol style="list-style-type: none"> <li>2. Catherine Whelan will gather information to inform deliberation.</li> <li>3. Catherine Whelan did place this on the 05 Oct 2012 agenda and will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</li> </ol>
<p><b>Faculty Development opportunities to assist faculty in working with Students with Disabilities</b></p>	<p><u>28 Sep 2012</u> Students with disabilities are increasingly common. Faculty training opportunities for dealing with the variety of disabilities, such as high functioning autism and Asperger's, is desirable. This may be particularly relevant if the disability could be disruptive to the classroom learning of other students.</p> <p><u>05 Oct 2012</u> Those present were provided a brief synopsis of the issue (see above). Catherine Whelan indicated she would continue to gather more information to facilitate future deliberation on this matter.</p> <p><u>26 Oct 2012</u> Catherine Whelan indicated that she has been attempting to identify a time to consult with the appropriate Disability Services personnel and anticipates finding time in the week of Oct 29 – Nov 2 to make this consultation.</p> <p><u>02 Nov 2012</u> Catherine Whelan is scheduled to meet with</p>	<p><u>28 Sep 2012</u> There was general agreement to seek additional information on this matter including existing best practices.</p>	<p><u>28 Sep 2012</u></p> <ol style="list-style-type: none"> <li>1. Catherine Whelan will gather information to inform deliberation.</li> <li>2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting</li> </ol> <p><u>05 Oct and 26 Oct 2012</u></p> <ol style="list-style-type: none"> <li>1. Catherine Whelan will gather information to inform deliberation.</li> <li>2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</li> </ol>

	<p>Katy Washington, Director of Disability Services, to discuss the professional development opportunities for faculty in this area. More information will be shared as it becomes available.</p>		
<p><b>University System of Georgia Faculty Council (USGFC) Representative</b></p>	<p><u>28 Sep 2012</u>  <i>Given that this matter was extending the meeting beyond the usual adjournment time, there was agreement the conversation would be brief. The current selection process of the USGFC representative was determined by Motion 1011.EC.001.R to be the selection of the Presiding Officer Elect of the University Senate. Concerns from the recent two representatives, Jan Clark and Catherine Whelan, were that a term of service of a single year may be too brief a time to participate meaningfully on the USGFC. Consideration of both a longer term of service than a single year as well as the addition of the nomination of one or more candidates for the USGFC Representative position to the work of the Subcommittee on Nominations were proposed for further consideration. Craig Turner who served as Co-Chair of the USGFC both prior to and during the terms of Catherine Whelan and Jan Clark was charged to prepare a summary document providing the relevant details for this USGFC Representative position.</i></p> <p><u>05 Oct 2012</u>  <i>Catherine Whelan provided an overview of the main points in the USGFC fact sheet that was prepared by Craig Turner and circulated by email prior to the meeting. Suggestions offered at the 28 Sep 2012</i></p>	<p><u>28 Sep 2012</u>  <i>There was general agreement that Standing Committee Chairs should inform the conversation on this matter and be consulted at the 5 Oct 2012 ECUS-SCC meeting.</i></p>	<p><u>28 Sep 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>Craig Turner will prepare a summary document on this matter to inform the deliberation.</i></li> <li>2. <i>Catherine Whelan will ensure that this topic is on the tentative agenda for the 5 Oct 2012 ECUS-SCC meeting</i></li> </ol> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>Craig Turner did prepare a summary document on USGFC.</i></li> <li>2. <i>Catherine did place this item on the tentative agenda of the 05 Oct 2012 ECUS-SCC meeting.</i></li> <li>3. <i>Catherine Whelan to ensure that this topic is placed on the tentative agenda of the 26 Oct 2012 ECUS meeting.</i></li> </ol> <p><u>26 Oct 2012</u></p> <ol style="list-style-type: none"> <li>1. <i>Catherine Whelan did place this item on the tentative agenda of the</i></li> </ol>

	<p><i>ECUS meeting (see above) were reiterated and there was no clear consensus for a particular selection process. ECUS was entrusted to continue the deliberation on this matter and again consult Standing Committee Chairs at its discretion.</i></p> <p><u>26 Oct 2012</u>  <i>Given that the 27 Oct 2012 USGFC meeting will be the first one attended by Lyndall Muschell, there was agreement to defer the deliberation on this matter so that the committee can benefit from Lyndall's perspective after attending a meeting. Craig Turner indicated that he would be attending this meeting as a guest acknowledging that Lyndall Muschell is the institutional voting representative to the USGFC.</i></p> <p><u>02 Nov 2012</u>  Following her attendance of and report on the 27 Oct 2012 USGFC meeting, Lyndall Muschell advocated for consideration of a longer than one year term of service for the USGFC representative. Given that there was insufficient time to further discuss this matter at this meeting, the deliberation will continue at a future meeting of ECUS or ECUS-SCC.</p>		<p><i>26 Oct 2012 ECUS meeting.</i></p> <p><i>2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i></p> <p><u>02 Nov 2012</u>  Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</p>
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<p><b>Health Care Network</b></p>	<p><u>24 Aug 2012</u>  <i>It was noted that the recent transition to a new health care providers network has resulted in a smaller pool of in-network health care providers for GC employees. Question: Who should take action and what action might be taken to affect change and enlarge the pool of in-network providers? One opinion was that the USG Presidents might be the most effective ambassadors for this concern.</i></p> <p><u>28 Sep 2012</u>  <i>As Dr. Dorman's service as University President had begun 1 Sep 2012, he had not been present at the 24 Aug 2012 ECUS meeting. The aforementioned concern was rearticulated at this meeting and President Dorman agreed to represent this concern with relevant individuals in consultation with USG staff indicating that he has heard this concern expressed a number of times by faculty and staff in the context of his listening tour. In particular, President Dorman mentioned the July 2012 hire of Marion Fedrick as USG Vice Chancellor for Human Resources, noting that he planned to consult with her on this matter.</i></p>	<p><u>24 Aug 2012</u>  <i>There was agreement that this matter should be brought to the attention of President Dorman and revisited at the 7 Sep 2012 ECUS/SCC meeting. This would facilitate the timely steering of this matter to a senate committee in the event that action by the University Senate be deemed necessary or desirable.</i></p>	<p><u>24 Aug 2012</u>  <i>Catherine Whelan to add this to 7 Sep 2012 agenda</i></p> <p><u>7 Sep 2012</u>  a) <i>Catherine Whelan did add this to the 7 Sep 2012 agenda, however the consideration of this item was postponed to a future meeting.</i>  b) <i>Catherine Whelan to ensure this item is added to the agenda of a future ECUS meeting.</i></p> <p><u>28 Sep 2012</u>  a) <i>Catherine Whelan did add this item to the 28 Sep 2012 ECUS agenda.</i>  b) <i>President Dorman will represent this concern in consultation with USG staff.</i></p>
<p><b>Contingent Faculty Participation in Shared Governance</b></p>	<ol style="list-style-type: none"> <li>1. <i>Craig Turner suggested that the topic of contingent faculty participation in shared governance receive consideration by the committee at some future meeting.</i></li> <li>2. <i>Before consideration of acceptance of this suggestion, clarification points were sought and offered including:</i> <ol style="list-style-type: none"> <li>a. <b>Who are the contingent faculty?</b> <i>The category of contingent faculty is used</i></li> </ol> </li> </ol>		<ol style="list-style-type: none"> <li>1. <i>Craig Turner to locate, identify, and provide information on the AAUP statements that relate to participation of contingent faculty in shared governance that might inform this</i></li> </ol>



	<p><i>to refer to all non-tenure track faculty.</i></p> <p><i>b. <b>What is the current participation of the contingent faculty in shared governance?</b> The current eligibility requirements for service as an elected faculty senator are membership in the corps of instruction and at least two years at Georgia College at the start of the term of service. Thus, some of the existing university contingent faculty are eligible to serve as elected faculty senators, specifically those holding appointments as lecturers, senior lecturers and instructors.</i></p> <p><i>c. <b>Is there any external guidance on best practice of such participation?</b> Yes, the American Association of University Professors (AAUP) has statements on contingent faculty participation in shared governance that could inform this deliberation.</i></p> <p><i>3. An observation was made expressing appreciation with both the current and historical level of participation in the university shared governance by those holding the university president and provost positions. In particular, there was appreciation expressed to both Interim Provost Liao-Troth and President Dorman for their participation and commitment to shared governance.</i></p> <p><i>4. There was general agreement to accept the suggestion and to further discuss the topic of contingent faculty participation in shared governance at some future meeting.</i></p>		<p><i>deliberation.</i></p> <p><i>2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting</i></p>
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<b>VII. New Business</b> Actions/Recommendations			
<b>University System of Georgia Faculty Council (USGFC)</b>  <b>Lyndall Muschell</b>	<p>Lyndall Muschell is the current USGFC representative for Georgia College and she attended the 27 Oct 2012 USGFC meeting at Georgia State University. She reported on the meeting indicating that the morning session of the meeting was a Question and Answer session with USG Chancellor Hank Huckaby and USG Chief Academic Officer Houston Davis and the afternoon session of the meeting was self-selected break-out group consideration of four topics.</p> <ol style="list-style-type: none"> <li>1. Morning session question and answer session topics included but were not limited to alien students, state employee raises, Complete College Georgia, participating with businesses, online courses, USGFC communication with Chancellor and USG staff, BoR policy on tenure, USG consolidations, USG review of BoR policy, and USG advisory groups.</li> <li>2. The four break-out group topics were budget, consolidation, USGFC and institutional governance, alien students and H.R.</li> <li>3. Following the meeting, Lyndall forwarded an electronic version of her USGFC report that is attached to these minutes as a supporting document entitled <i>USGFC_Report_2012-10-27.pdf</i>.</li> </ol>		
<b>University Senate Agenda and Minutes Review</b>	<ol style="list-style-type: none"> <li>1. <b><u>Tentative Agenda 16 Nov 2012</u></b>: Based on the committee reports given earlier in the meeting, there will be four or five motions on the agenda of the 16 Nov 2012 meeting of the University Senate.             <ol style="list-style-type: none"> <li>a. APC: Syllabus Repository,</li> <li>b. CAPC: Substantive Change Policy,</li> </ol> </li> </ol>		<ol style="list-style-type: none"> <li>a) Catherine Whelan will draft the tentative agenda of the 16 Nov 2012 meeting of the University Senate.</li> <li>b) Motions to be entered into the online motion</li> </ol>

	<p>Global Overlay and Study Abroad, Global Overlay and the Core, and possibly MAT in Early Childhood Committee and administrative reports will also be agenda items. Catherine Whelan may again invite particular administrators to attend the 16 Nov 2012 university senate meeting. The intent is to assist in the face to names association of these individuals by members of the University Senate.</p> <p>2. A draft of the university senate minutes for the 19 Oct 2012 meeting was circulated to the attendees prior to the meeting. One amendment to the Interim Provost clarifications on faculty status was offered to correct the specification of a timeline detail, specifically to replace “summer of 2012” with “spring of 2012” in the context of the President’s Cabinet work. The draft minutes were approved as amended for distribution to the university senators for review.</p>		<p>database by APC and CAPC.</p> <p>c) Motion text and the supporting documents for the APC motion and the CAPC motions that are scheduled to be on the tentative agenda of the 16 Nov 2012 meeting of the University Senate to be emailed to Catherine Whelan by Bryan Marshall and Cara Meade, respectively.</p> <p>d) Craig Turner will distribute to the university senators the draft university senate minutes (as amended) for the 19 Oct 2012 meeting providing the university senators an opportunity to review these minutes.</p>
<b>VIII. Next Meeting</b> (Tentative Agenda, Calendar)			
<b>1. Calendar</b>	<p>16 Nov 2012 @ 2pm Univ. Senate A&amp;S 2-72</p> <p>30 Nov 2012 @ 2pm Uni. Senate committees</p> <p>7 Dec 2012 @ 2pm ECUS/SCC Parks 301</p>		
<b>2. Tentative Agenda</b>	<p>Some of the deliberation today generated tentative agenda items for future ECUS and ECUS-SCC meetings.</p>		<p>Catherine Whelan will ensure that such items are added to agendas of the appropriate ECUS and/or ECUS-SCC meetings.</p>

<b>IX. Adjournment</b>	As there was no further business to consider, a motion to adjourn was made and seconded.	The motion to adjourn was approved and the meeting adjourned at 3:24 pm.	
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**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:** CATHERINE WHELAN (CHAIR), LYNDALL MUSCHELL (VICE-CHAIR) CRAIG TURNER (SECRETARY)

**ACADEMIC YEAR:** 2011-2012

**AGGREGATE MEMBER ATTENDANCE AT COMMITTEE MEETINGS FOR THE ACADEMIC YEAR:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets, “N/A” denotes Not Applicable (not on committee)**

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	08-24-12	09-28-12	10-26-12						
Janet Clark <i>EFS; CoAS; ECUS Chair Emeritus</i>	P	P	P						
Steve Dorman <i>University President</i>	N/A	P	P						
Paul Jones <i>Interim University President</i>	R	N/A	N/A						
Joshua Kitchens <i>EFS; Library</i>	P	P	P						
Matthew Liao-Troth <i>Interim Provost</i>	P	R	P						
Deborah MacMillan <i>EFS; CoHS</i>	P	P	P						
Lyndall Muschell <i>EFS; CoE; ECUS Vice-Chair</i>	P	P	P						
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P	P						
Catherine Whelan <i>EFS; CoB; ECUS Chair</i>	R	P	P						

**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	09-07-12	10-05-12	11-02-12						
Janet Clark <i>EFS; CoAS; ECUS Chair Emeritus</i>	P	R	P						
Steve Dorman <i>University President</i>	P	R	P						
Joshua Kitchens <i>EFS; Library</i>	P	P	P						
Matthew Liao-Troth <i>Interim Provost</i>	P	P	P						
Deborah MacMillan <i>EFS; CoHS</i>	P	P	R						
Lyndall Muschell <i>EFS; CoE; ECUS Vice-Chair</i>	P	P	P						
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P	P						
Catherine Whelan <i>EFS; CoB; ECUS Chair</i>	P	P	P						
Bryan Marshall <i>EFS; CoB; APC Chair</i>	R	R	P						
Susan Steele <i>EFS; CoHS; CAPC Chair</i>	P	P	R						
Leslie Moore <i>EFS; CoHS; FAPC Chair</i>	P	P	P						
Maureen Horgan <i>EFS; CoAS, RPIPC Chair</i>	P	P	P						
Dianne Chamblee <i>EFS; CoHS, SAPC Chair</i>	P	P	P						

\_\_\_\_\_  
 CHAIRPERSON SIGNATURE  
 (Including this Approval by chair at committee discretion)

DATE \_\_\_\_\_