

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

MEETING DATE & TIME: 30 Nov 2012; 2:00 –3:15

MEETING LOCATION: 2-51 ARTS & SCIENCES BUILDING

ATTENDANCE:

MEMBERS	“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
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P	Janet Clark (CoAS, ECUS Chair Emeritus)	P	Deborah MacMillan (CoHS)
R	Steve Dorman (University President)	P	Lyndall Muschell (CoE, ECUS Vice-Chair)
R	Joshua Kitchens (Library)	P	Craig Turner (CoAS, ECUS Secretary)
P	Matthew Liao-Troth (Interim Provost)	P	Catherine Whelan (CoB, ECUS Chair)

GUESTS: Matthew Williams (Graduate Assistant of the 2012-2013 University Senate)
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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 2:07 pm by Catherine Whelan (Chair).		
II. Approval of Agenda	A motion to approve the agenda was made and seconded.	The agenda was approved as circulated.	
III. Approval of Minutes	A motion to consider the 2 Nov 2012 ECUS-SCC minutes was made and seconded. These minutes had been circulated to the meeting attendees via email with no revisions offered and subsequently posted at minutes.gcsu.edu.	The 2 Nov 2012 ECUS-SCC minutes were approved as posted to minutes.gcsu.edu.	

IV. Reports			
President's Report Steve Dorman	As President Dorman had extended regrets and was unable to attend this meeting, there was no President's Report.		
Provost's Report Matthew Liao-Troth	<p>1. <u>Consolidations</u></p> <p>a. The Center for Excellence in Teaching and Learning (CETL) and the Center for Engaged Learning (CEL) will be consolidated effective 1 June 2012 with Dr. Steven Jones to serve as Director of this consolidated unit. The name for this consolidated unit is yet to be determined.</p> <p>b. Institutional information technology services scattered across different units of Academic Affairs are in the process of consolidating into Information Technology (IT) for efficiency and improving the quality of IT services on campus.</p> <p>2. <u>Seeking Feedback</u></p> <p>a. <u>Summer Academic Calendar:</u> The academic deans are proposing a new calendar for delivering courses during the summer session and proposing the new calendar take effect beginning as early as Summer 2014. The idea is to make all three sessions (May, June, July) uniform in length. The details of this proposal were not available in writing, yet should be codified in time for consideration and possible steering to a committee at the 7 Dec 2012 meeting of the Executive Committee with Standing Committee Chairs.</p> <p>b. <u>Midterm Grades:</u> A proposal from</p>		

	<p>Mike Augustine of the Center for Student Success regarding midterm grades was received. This proposal is attached as a supporting document and will be considered for possible steering to a committee at the 7 Dec 2012 meeting of the Executive Committee with Standing Committee Chairs.</p> <p>3. Presidential Scholars The presidential scholars have been on campus yesterday (29 Nov 2012) and today (30 Nov 2012) competing for presidential scholarships.</p>		
V. Information Items Actions/Recommendations			
	There were no information items on the agenda of the 30 Nov 2012 ECUS meeting.		
VI. Unfinished Business Review of Action & Recommendations, Provide updates (if any) to Follow-up			
Broadcasting University Senate Meetings	<p><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 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</i></p>	<p><u>28 Sep 2012:</u> <i>There was general agreement that</i></p> <ul style="list-style-type: none"> a) <i>implementation of this broadcasting should be contingent upon approval by the University Senate.</i> b) <i>more details regarding implementation feasibility were necessary before this proposal would be ready for possible presentation to the University Senate. and</i> 	<p><u>28 Sep 2012:</u></p> <ol style="list-style-type: none"> 1. <i>Catherine Whelan will consult with university television personnel to inform deliberation.</i> 2. <i>Josh Kitchens will consult with IDEAS personnel to inform this deliberation.</i> 3. <i>Catherine Whelan will ensure that this topic is placed on the tentative agenda of the 5 Oct 2012 ECUS-</i>

	<p><i>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"> 1. <i>Josh Kitchens had consulted with Wesley Smith of IDEAS and Big Blue Button was identified as one possible tool to implement broadcasting meetings.</i> 2. <i>Debby MacMillan shared her experience with Collaborate noting its features and in particular its automation in archiving the recording of a meeting.</i> 3. <i>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> 4. <i>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 consensus for or against remote participation.</i> 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</i> 	<p><i>that designated members of the Executive Committee should seek this information</i></p> <p>c) <i>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>26 Oct 2012</u></p> <ol style="list-style-type: none"> 1. <i>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> <p><u>30 Nov 2012</u></p> <ol style="list-style-type: none"> 1. <i>Catherine Whelan agreed to consult with appropriate University Television personnel to gather information on the cost and feasibility of broadcasting meetings of the University Senate.</i> 	<p><i>SCC meeting.</i></p> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> 1. <i>Catherine Whelan will consult with university television personnel to inform deliberation.</i> 2. <i>Josh Kitchens will consult with IDEAS personnel to inform this deliberation.</i> 3. <i>Catherine Whelan will ensure that this topic is placed on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i> <p><u>26 Oct 2012</u></p> <ol style="list-style-type: none"> 1. <i>Catherine Whelan did consult with university television personnel to inform deliberation.</i> 2. <i>Josh Kitchens did consult with IDEAS personnel to inform this deliberation.</i> 3. <i>Catherine Whelan did place this topic on the tentative agenda of the 26 Oct 2012 ECUS meeting.</i> 4. <i>Josh Kitchens will continue to consult with IDEAS personnel for more information about Big Blue Button (remote participation,</i>
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	<p><i>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><u>30 Nov 2012</u> <i>Conversation points included:</i></p> <ol style="list-style-type: none"> 1. <i>Consultations with faculty colleagues at college meetings by some members of the Executive Committee had identified only a pair of faculty members who had explicitly indicated an interest in viewing broadcasts of meetings of the University Senate. Some concern was expressed of arranging for broadcasts if no anticipated audience was identified.</i> 2. <i>There was another viewpoint expressed by some members of the Executive Committee that if broadcasts were made available – either live and/or in delayed form (such as a podcast perhaps) – an audience would emerge. It was noted that there could be a counter to monitor the number of times the broadcast / podcast of each meeting was viewed and that continuation of the broadcasts might be</i> 		<p><i>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><u>30 Nov 2012</u></p> <ol style="list-style-type: none"> 1. <i>Catherine Whelan did place this item on the agenda of the 02 Nov 2012 ECUS-SCC meeting and also on the agenda of the 30 Nov 2012 ECUS meeting.</i> 2. <i>Catherine Whelan will consult with appropriate University Television personnel to inform the ongoing deliberation on broadcasting senate meetings.</i> 3. <i>Catherine Whelan will ensure that this topic is placed on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i>
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	<p>linked to these access counts.</p> <ol style="list-style-type: none"> 3. There was general consensus by those present to check into the feasibility and expense of broadcasting meetings of the university senate and to begin the broadcasting as early as February 2013 (if feasible). 4. There was a suggestion to consider audio only broadcasting versus audio and video broadcasting. 5. Some members who were present conjectured that the viewers would likely have primary interest in the reports from the University President and Provost 		
<p><i>Policies Procedures and Practices Manual (PPPM)</i></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> <ol style="list-style-type: none"> 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 edits (editorial changes), others are rewrites (content changes) that would require a review by other university personnel or committees.</i> 3. <i>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:</i> <ol style="list-style-type: none"> a. <u>Restructuring:</u> <i>Modifying the existing</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>

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 individual or policy committee for review and conflict resolution.*
- d. **Authorizing Procedure / Practice:** 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.

4. **PPPM Motion (26 Oct 2012)**: *A motion To acknowledge the excellent work on the PPPM by Dr. Mike Digby and authorize him to take the proposed next steps, to*
- a. *modify section titles to support better indexing and facilitate the search/find function of the PPPM*
 - b. *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),*
 - c. *identify and collate conflicting versions of policies and refer these to ECUS for steering to the appropriate individual or policy committee for review and conflict resolution. and*
 - 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*

	<p><i>to appropriate individuals or committees for review was made and seconded.</i></p> <p>5. <u>Change Log:</u> <i>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><i>Emergencies and Communication Channels in Classrooms</i></p>	<p><u>28 Sep 2012</u> <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 meeting.</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.</i></p>	<p><u>28 Sep 2012</u> <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"> 1. <i>President Dorman to provide updates on the possible use and feasibility of VOIP.</i> 2. <i>Catherine Whelan will gather information to inform deliberation.</i> 3. <i>Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting.</i> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> 1. <i>President Dorman to provide updates on the possible use and feasibility of VOIP.</i> 2. <i>Catherine Whelan will gather information to inform deliberation.</i> 3. <i>Catherine Whelan did place this on the 05 Oct 2012 agenda and will ensure that this topic is on the</i>

			<i>tentative agenda of a future ECUS or ECUS-SCC meeting.</i>
<i>Faculty Development opportunities to assist faculty in working with Students with Disabilities</i>	<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 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><u>30 Nov 2012</u> Catherine Whelan met with Katy Washington, Director of Disability Services,</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"> 1. Catherine Whelan will gather information to inform deliberation. 2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting <p><u>05 Oct and 26 Oct 2012</u></p> <ol style="list-style-type: none"> 1. Catherine Whelan will gather information to inform deliberation. 2. Catherine Whelan will ensure that this topic is on the tentative agenda of a future ECUS or ECUS-SCC meeting. <p><u>30 Nov 2012</u> Catherine Whelan did place this item on the agenda of the 02 Nov 2012 ECUS-SCC meeting and also on the agenda of the 30 Nov 2012 ECUS meeting.</p>

	<p>to discuss development opportunities for faculty in this area. Catherine indicated that</p> <ol style="list-style-type: none"> 1. Katy Washington will attend the Feb 2013 meeting of the University Senate and provide information on development opportunities for faculty. 2. Katy Washington plans to be more proactive in communicating with the students with disabilities and encourage these students to share information with faculty earlier rather than later. Some faculty have expressed a desire of having information prior to the beginning of the semester to be able to plan the ways in which they might accommodate the students with special needs as the course syllabus is in preparation. The intent is to attempt to satisfy this desire. 		
<p>University System of Georgia Faculty Council (USGFC) Representative</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</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"> 1. <i>Craig Turner will prepare a summary document on this matter to inform the deliberation.</i> 2. <i>Catherine Whelan will ensure that this topic is on the tentative agenda for the 5 Oct 2012 ECUS-SCC meeting</i> <p><u>05 Oct 2012</u></p> <ol style="list-style-type: none"> 1. <i>Craig Turner did prepare a summary document on USGFC.</i> 2. <i>Catherine did place this item on the tentative agenda of the</i>

	<p><i>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 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> <i>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</i></p>		<p><i>05 Oct 2012 ECUS-SCC meeting.</i></p> <p>3. <i>Catherine Whelan to ensure that this topic is placed on the tentative agenda of the 26 Oct 2012 ECUS meeting.</i></p> <p><u>26 Oct 2012</u></p> <p>1. <i>Catherine Whelan did place this item on the tentative agenda of the 26 Oct 2012 ECUS meeting.</i></p> <p>2. <i>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> <i>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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	<i>insufficient time to further discuss this matter at this meeting, the deliberation will continue at a future meeting of ECUS or ECUS-SCC.</i>		
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<p>Health Care Network</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>Contingent Faculty Participation in Shared Governance</p>	<ol style="list-style-type: none"> 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> 2. <i>Before consideration of acceptance of this suggestion, clarification points were sought and offered including:</i> <ol style="list-style-type: none"> a. Who are the contingent faculty? <i>The category of contingent faculty is used</i> 		<ol style="list-style-type: none"> 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>

	<p><i>to refer to all non-tenure track faculty.</i></p> <p><i>b. What is the current participation of the contingent faculty in shared governance? 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. Is there any external guidance on best practice of such participation? 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> <p><u>30 Nov 2012</u> Craig Turner has located, identified and provided information on the AAUP statements that relate to participation of contingent faculty in shared governance to the Executive Committee by email on 18 Nov 2012.</p>
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<p>VII. New Business Actions/Recommendations University Senate Agenda and Minutes Review</p>	<p><u>02 Nov 2012</u> 1. <i>Tentative Agenda 16 Nov 2012:</i> 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. a. APC: Syllabus Repository, b. CAPC: Substantive Change Policy, 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. 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><u>02 Nov 2012</u> a) Catherine Whelan will draft the tentative agenda of the 16 Nov 2012 meeting of the University Senate. b) Motions to be entered into the online motion database by APC and CAPC. 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. 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> <p><u>30 Nov 2012</u></p>
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			<ul style="list-style-type: none">a. Catherine Whelan did draft the tentative agenda of the 16 Nov 2012 meeting of the University Senate.b. APC and CAPC motions were entered into the online motion database.c. Bryan Marshall and Cara Meade did email motion text and the supporting documents for APC and CAPC motions, respectively, to Catherine Whelan.d. Craig Turner did distribute minutes for the 19 Oct 2012 meeting of the University Senate to university senators for their review.
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<p>Replacement of an Elected Faculty Senator</p>	<p>Beauty Bragg is taking a professional leave in the Spring 2013 semester and as a result has resigned her positions as elected faculty senator and voting member of FAPC effective 1 Jan 2013. In this case, the constituency of this elected faculty senator position is the Department of English and Rhetoric and they have elected Alex Blazer to complete the 2010-2013 term of service for the elected faculty senator position as well as to complete the 2012-2013 term of service as a voting member of FAPC.</p>	<p>Section II.1.B of the University Senate Bylaws requires that <i>vacancies or resignations that occur during a term of service shall be filled for the remainder of that term following the process used in the original election, selection or appointment</i>. This requirement calls for a SCoN motion for consideration by the university senate at its next (18 Jan 2013) meeting detailing the change in memberships made to the committee composition to replace Beauty Bragg.</p>	<ol style="list-style-type: none"> 1. Catherine Whelan will enter the SCoN motion into the online motion database including the relevant supporting documents. 2. Lyndall Muschell, as Chair of SCoN, will present the motion at the 18 Jan 2013 meeting of the University Senate.
<p>Term Limits for Elected Faculty Senator Positions on the University Senate</p>	<ol style="list-style-type: none"> 1. For the last several years, there has been an extremely brief recurring conversation within the Subcommittee on Nominations (late in March or early April) on instituting term limits for elected faculty senator positions. This is usually brought up and then it is noted there is not time to consider it as the senate year is nearly at an end. There have been concerns expressed to Catherine Whelan from representatives from five different departments for consideration of term limits. The rationale offered for term limits were either that an existing incumbent continues to be re-elected (or in some cases re-appointed) even though others are interested and willing to serve and some elected faculty senators would like to be able to say something like “I’d be willing to serve again, but there are term limits. All good things must end.” 2. Points of conversation by those present included agreement with the idea of term 	<ol style="list-style-type: none"> 1. Catherine Whelan agreed to draft a statement on term limits for elected faculty senator positions for circulation and review by the Executive Committee and presentation to the University Senate at its 18 Jan 2013 meeting. 	<ol style="list-style-type: none"> 1. Catherine Whelan will draft a statement on term limits for elected faculty senator positions and circulate this statement to the Executive Committee for review prior to presenting it to the University Senate at its 18 Jan 2013 meeting.

	<p>limits as well as reluctance to impose the term limits at the university level as the democratic process should handle this and there is also advantages to having members with institutional memory of the university and senate serving on the university senate.</p> <p>3. A perspective that term limits were part of the election procedure set at the academic unit level was offered. This would suggest that the faculty of an academic unit could apply term limits as part of setting the election procedures for the academic unit. This perspective seemed to resonate with those present.</p>		
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Faculty Friday (Social)	An observation was made that there hadn't been another Faculty Friday (reception for all university faculty) since the one sponsored by President Dorman on the Friday before Fall Break. There was general agreement that it would be good to explore the feasibility of having these receptions recur more regularly.	Catherine Whelan agreed to consult President Dorman on the feasibility of sponsoring another faculty reception.	Catherine Whelan will consult with President Dorman on the feasibility of sponsoring another faculty reception.
Naming of the Core Curriculum	Catherine Whelan had received a memo from Subcommittee on Core Curriculum (SoCC) Chair John Swinton proposing the formal application of the name CUBE to the Georgia College Core Curriculum (GCCC or G C-cubed). due to the trio of C's. There was concern by SoCC that this name had not been formally approved by university governance.		Catherine Whelan will invite John Swinton to attend the 7 Dec 2012 meeting of the Executive Committee and Standing Committee Chairs to further discuss the SoCC proposal to name the core.
Governance Calendar and Governance Retreat Planning Committee	Catherine Whelan reminded the members of the Executive Committee that ECUS should <ol style="list-style-type: none"> 1. seek volunteers to serve on the Governance Retreat Planning Committee to plan the 2013 governance retreat and 2. begin to prepare a draft the 2013-2014 governance calendar. 		Catherine Whelan will ensure that these topics (governance calendar and governance retreat planning committee) receive consideration by the Executive Committee.
VIII. Next Meeting (Tentative Agenda, Calendar)			
1. Calendar	7 Dec 2012 @ 2pm ECUS/SCC Parks 301 18 Jan 2013 @ 2pm Univ. Senate A&S 2-72 25 Jan 2013 @ 2pm Uni. Senate committees		
2. Tentative Agenda	Some of the deliberation today generated tentative agenda items for future ECUS and ECUS-SCC meetings.		Catherine Whelan will ensure that such items are added to agendas of the appropriate ECUS and/or ECUS-SCC meetings.
IX. Adjournment	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 3:21 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: 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	11-30-12					
Janet Clark <i>EFS; CoAS; ECUS Chair Emeritus</i>	P	P	P	P					
Steve Dorman <i>University President</i>	N/A	P	P	P					
Paul Jones <i>Interim University President</i>	R	N/A	N/A	N/A					
Joshua Kitchens <i>EFS; Library</i>	P	P	P	R					
Matthew Liao-Troth <i>Interim Provost</i>	P	R	P	P					
Deborah MacMillan <i>EFS; CoHS</i>	P	P	P	P					
Lyndall Muschell <i>EFS; CoE; ECUS Vice-Chair</i>	P	P	P	P					
Craig Turner <i>EFS; CoAS; ECUS Secretary</i>	P	P	P	P					
Catherine Whelan <i>EFS; CoB; ECUS Chair</i>	R	P	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 _____