

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

MEETING DATE & TIME: FRIDAY, OCTOBER 4, 2019, 3:30-4:45 P.M.

MEETING LOCATION: PARKS HALL 301

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
P	Alex Blazer (CoAS, ECUS Chair Emeritus and Secretary)	
P	Hauke Busch (CoAS, ECUS Vice-Chair)	
R	Steve Dorman (University President)	
P	Jeff Dowdy (Library, ECUS Member)	
P	Catherine Fowler (CoHS, ECUS Member)	
P	David Johnson (CoAS, ECUS Chair)	
P	Lyndall Muschell (CoE, ECUS Member)	
P	Costas Spirou (Provost)	
R	John Swinton (CoB, ECUS Member)	
R	Nicole DeClouette (APC Chair)	
P	Matt Forrest (FAPC Chair)	
P	Sabrina Hom (RPIPC Chair)	
P	Angela Criscoe (SAPC Chair)	
GUESTS		
	Shawn Brooks, Vice-President for Student Life	
	Christina Smith, APC Vice-Chair	
	Qiana Wilson, General Counsel, Legal Affairs	

Legend

Italicized text denotes information from a previous meeting.

*Denotes new discussion on old business.

Red text denotes action or recommendation.

Highlighted text denotes follow-up.

I. Call to Order: The meeting was called to order at 3:30 pm by David Johnson (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 draft of the 6 Sep 2019 minutes of the Executive Committee with Standing Committee Chairs had been circulated to the meeting attendees via email, and suggestions to revise the footer and a typo, to include a supporting document, and to include context regarding confidential reporting laws in the HUB discussion had been offered. A **Motion** to approve the amended minutes was made and seconded. The amended minutes were approved.

IV. Unfinished Business

Update on the HUB — Shawn Brooks and Qiana Wilson

1. **Shawn Brooks, Vice President for Student Life:** Several years ago the federal government sent federally funded colleges a “Dear Colleague” letter that provided guidelines on how to treat sexual assault. The directions have changed several times. Now the USG and DAs have declared that colleges and universities are not in sexual assault response business because doing so has created an uneven playing field of services going to the victim but not accused. Approximately a year ago, USG began working with Southern Crescent to take over victim services. The Title IX process has not change; only the victim service process has been discontinued. The HUB is losing confidentiality because an external agency serves victims from A-Z; Bright House is able to perform a wide array of services including forensic exams, advocacy throughout the judicial system process. There has been confusion in the past because students have referred to Women’s Center employees as advocates, which is problematic in our campus conduct system. Some resources on campus confidential, such as Counseling Services, remain confidential. This is a cultural sea change for how GC approaches issues regarding Title IX; but we’ll continue to work with Bright House to do best by our students
2. **Qiana Wilson, General Counsel, Legal Affairs:** From the legal perspective, offering victim services is a due process issue. We’re required to provide services to all of our students. There have been growing concerns from the state legislature and parents of respondents that students accused of sexual assault are not given services. Parents have asked why the complainant gets GC employees to help them. With budget cuts, we can’t afford a respondent center; now all services are in one place; for example, the nurse provides sexual assault exams on site.
3. **ECUS-SCC Discussion:** Q: What are the judicial panels going to look like? A: Anyone can be an advisor. Usually respondents will have their attorney and complainants will have their Bright House advocate. Q: How is that different from before? A: Issue is equal access, both respondent and complainant are entitled to the same resources. Q: This seems like an overcorrection, and federal guidelines indicate the process. A: Support groups are not going away. Q: No one can participate in a support group unless they give up confidentiality. Q: Why take away confidentiality of the Women’s Center? Are students aware that the center is no longer a confidential reporting site? A: We are only required to give confidentiality to those who have privilege under the law, such as Counseling Services. USG Sexual Misconduct Policy allows GC to decide who we want to be a confidential reporter. We could make Academic Affairs a confidential reporting site. We received 11 complaints in the last month, compared to 22 last years. As complainant, we allow you to choose whether or not you move through Title IX. USG is getting sued, so all institutions in the system need to have processes and policies that treat all students with the same services. Q: What happens when a respondent goes to Bright House? Respondents often feel like victims. A: Bright House is not a state entity; I don’t know, but I will check. Q: Bright House is funded by a grant; is it renewable? A: The

DA is advocating for community service like Bright House. Q: We have a responsibility to our students for transportation and location. Bright House will be located behind Central State. Will students be taken to Central State/Bright House in a police car? Q: Bright House will serve 8 counties. How will it serve our students and 8 counties? What's the capacity? Q: Are we responsible for Bright House's ability to serve our students? A: Bright House shows up as a list of resources. It has no direct accountability to us; however, we are part of Baldwin County, and we work with the DA and Bright House. Q: We don't provide students emergency room service. Is this like an emergency room? A: An emergency room is a great analogy. Q: Student will pick their advisor. Students in tough situation go to faculty that they really trust. Are there any repercussions for faculty saying no? A: There are no repercussions. Faculty should be mindful of conflicts of interest. One time, a faculty member had both the complainant and respondent in class. Many of the complainants and respondents are in the same academic program.

- a. David Johnson asked committee members to send their list of questions, even those questions that were asked at this meeting, to Sadie Simmons, Title IX Coordinator. David Johnson will invite Shawn Brooks and Qiana Wilson to an upcoming meeting of University Senate to give a short presentation.

V. Reports

Student Affairs Policy Committee (SAPC) — Chair Angela Criscoe

1. **Non-discrimination Clause:** Angela Criscoe spoke with Qiana Wilson prior to the meeting. Qiana stated that the USG was still reviewing options for a standardized statement. She mentioned that USG did not follow process and that she has a phone call scheduled to further discuss the status and progress of the standardized statement. The committee agreed to move forward with updating the clause. We read the Georgia College Non-Discrimination clause. Discussion of changes resulted in a crafted non-discrimination clause that is in line with SGA's non-discrimination clause. We reviewed supporting documents. The committee voted on the rewritten statement and all approved. The committee is moving forward with a motion to bring the non-discrimination clause to Senate, preferably to be addressed at the October 18th meeting.
2. **The HUB:** Melissa Gerrior, Emily Brookshire, and Peter Pendleton were guests at the meeting. They answered questions to help us better understand their role, the role of the Bright House, and the steps moving forward. Tom Miles was also present and was able to address concerns from an administrative perspective. Funding is still a concern and we have invited them back to our next meeting for further discussion about funding their efforts.
3. **ECUS-SCC Discussion:** Q: We have a Diversity Action Plan that includes gender and socioeconomic class. A: The update follows SGA's resolution, and includes non-religion.

University President — President Dorman

1. As President Dorman had extended *Regrets* and was unable to attend this meeting, there was no President's Report.

University Provost — Provost Spirou

1. General Education

- a. The USG is in the process of creating a General Education Implementation Group (expected to be in place in the next week or so) with representation across the System.
- b. In addition to faculty, the General Education Implementation Group is likely to include representatives from other offices (i.e., Registrar, Academic Advising, etc..).
- c. It is expected that the General Education Implementation Group will complete its work around January/February 2020.
- d. A presentation of Gen Ed recommendations by the USG to the BOR will take place sometime in the Spring 2020.
- e. Implementation is now more likely to occur in Fall 2021.

2. Professor of Practice

- a. Previous conversations about "Clinical Faculty" status.
- b. The USG is considering the "Professor of Practice" faculty designation for non-research intensive institutions.
- c. This would complement the OneUSG classification currently in place.

3. Faculty Contract and Tenure Calculations

- a. The USG is preparing for academic and fiscal year faculty contracts to be accessed and signed using OneUSG Connect.
- b. The new process replaces the previous processing of printing, signing, and/or scanning paper contracts.
- c. Contracts can be signed electronically.
- d. The new system will also provide tenure calculations such as years of service/eligibility for tenure/promotion/post-tenure review, etc...
- e. Still require local involvement to support this process.

4. Emeritus/Emerita Status

- a. A USG working group will be engaged in providing guidance on Emeritus/Emerita Status.
- b. Considerable differences in the process across USG institutions.

5. Teacher Preparation

- a. Considerable shortage, especially in early childhood, elementary education, special education across the state.
- b. Legislature: Literacy and Mathematics Instruction.
- c. Lt. Governor's Office: Year-Long Student Teaching.
- d. Governor's Office: Teacher Retention.
- e. Chancellor: Removing Barriers in Teacher Preparation Bring Teacher Education Degrees to 120.

- f. Vice Chancellor: Education Core Redesign Education Area Focus – 9 hours Area F course revisions.
 - g. College of Education Deans are involved in many of these conversations and meetings.
 - h. Expect changes as we move forward.
- 6. Student Accommodations**
- a. Faculty must provide students with accommodations when appropriate documentation is in place.
- 7. ECUS-SCC Discussion**
- a. Q: Does GC have any representation on the USG General Education Implementation group? A: No.
 - b. Q: It would be helpful to know what a student accommodation is for. Could Disability Services hold a workshop? A: **David Johnson will invite David Anderson to an upcoming Senate meeting.**
 - c. Q: What is the timeline on converting to electronic faculty contracts? A: The procedures will be reviewed by CBOs on November 1. The goal is probably next year.

Subcommittee on Nominations (SCoN) — Chair Hauke Busch

- 1. Faculty Senator Election Materials:** Prior to the meeting, SCoN Chair Hauke Busch distributed election materials, including the 2019-2020 Apportionment based on Corps of Instruction List and letters to deans and the library director. It was noted that the first list had errors and needed to be double-checked. Regarding apportionment, it was noted that recent practice has been to include administrators in the Corps of Instruction. According to this year’s apportionment, CoB will decrease one senator and CoHS will increase one senator.
- a. A **Motion** to approve the apportionment and send the election materials to college deans and library director was made and seconded. **The motion was approved.**

Executive Committee of University Senate (ECUS) — Chair David Johnson

- 1. A **Motion** to extend the meeting 15 minutes was made and seconded. **The motion was approved.** In the interest of saving time, David Johnson stated he would share his report via email with members. The report follows.
- 2. **Initiatives:** ECUS has continued a dialogue with Dr. Jim Berger, regarding future CTL programming and initiatives; our new CIO Susan Kerr, regarding the direction of I/T at Georgia College; Dr. Shawn Brooks, regarding the recent changes at the HUB and with the Bright House; and Dr. Veronica Womack, regarding senate’s role in getting the word out on the Campus Climate Survey.
- 3. **Working Spouse Surcharge:** After conversations with President Dorman and Carol Ward, ECUS learned that employees who will be paying the \$100 spousal surcharge on health care will be on the “honor system,” self-verifying during open enrollment. Our

USG Faculty Council Representative, Dr. Hauke Busch, will get additional information regarding this surcharge at the upcoming USGFC retreat Oct 17-18.

4. **Staff Council Representatives**: In light of the recent difficulties in identifying staff senators for University Senate, ECUS has been working with Staff Council to encourage more robust participation.
5. **Dr. Craig Turner**: Dr. Craig Turner has agreed to make himself available, free of charge, to answer questions and provide advice regarding senate matters. The Office of Academic Affairs has a budget to compensate him if he is needed to take on a larger task.
6. **Faculty Senator Election Materials**: After receiving a Corps of Instruction List, SCoN Chair Hauke Busch apportioned the number of senators by academic unit and created elected faculty senator oversight materials.
7. **Governance Calendar**: A Governance Calendar Workgroup consisting of David Johnson, Hauke, Busch, Alex Blazer, and Catherine Fowler, will take the initial steps for the 2020-21 Governance Calendar.
8. **Disciplinary Policy**: There was additional discussion regarding whether new policies are needed that address anonymous complaints and progressive discipline leading to a faculty member's dismissal, or regarding the influence of a student by another faculty member or outside source into making a complaint against a faculty member. ECUS decided to bring the matter to standing committee chairs for discussion.
9. **New Language in Faculty Contracts**: There was additional discussion of the new language in faculty contracts/letters. Provost Spirou said that this was likely due to a more effective system-wide paperless consolidation of contracts that would be fully implemented down the road.

Academic Policy Committee (APC) — Vice-Chair Christina Smith for Chair Nicole DeClouette

1. **Fair Use Laws of Online Content**: Because USG has a Copyright Policy and Fair Use Checklist, APC members agreed to there was no need for a GCSU-specific policy. However, the group agreed that two recommendations concerning Fair Use laws of Online Content would assist faculty in being compliant with copyright and fair use laws. Therefore, APC agreed it worthwhile to present the following recommendations to Senate:
 - a. APC recommends that all course home pages on D2L include a copyright notification per the TEACH Act and USG Copyright Policy.
 - b. APC recommends that training for staff and faculty in copyright and fair use law be included in the annual training module conducted on D2L to better educate staff and faculty on USG Copyright Policy.
2. **Plagiarism Policy**: APC held a discussion with Dr. Shawn Brooks, Vice President for Student Life, explaining the role of Student Life within GCSU's Plagiarism Policy.
3. **Student Behavior Policy**: APC members discussed student behavior policies, specifically the filing procedure of an academic grievance against a professor with Dr. Brooks. Dr. Brooks informed the group the filing procedure has changed. He stated members of the GCSU community now have access to a dropdown menu of choices pertaining to grievances of faculty and/or students via the Student Life website. He also

shared with the group that a Student Life employee is responsible for reading and directing grievance submissions to the appropriate offices for further handling.

4. **Prohibitions and Penalties Code**: APC members held a brief discussion about GCSU's Prohibitions and Penalties Guide. The group requested inviting a representative from the Human Resources Department and/or the Legal Affairs Department to further discuss the policies pertaining to the guide's purpose(s) and applicability toward faculty.

Faculty Affairs Policy Committee (FAPC) — Chair Matt Forrest

1. **Meeting Cancelled**: FAPC did not meet for its previously scheduled 4 Oct 2019 2:00-3:15 p.m. meeting.
2. **Faculty Research Funds Policy**: Director for the Center for Teaching and Learning Jim Berger set up a meeting with Matt Forrest to discuss a faculty research funds policy.

Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Sabrina Hom

1. **Meeting Cancelled**: RPIPC did not meet for its previously scheduled 4 Oct 2019 2:00-3:15 p.m. meeting.

VI. New Business

Steering of Items to Committees

At the time of this meeting, there were no items that required steering to a committee.

University Senate Agenda and Minutes Review

1. **Tentative Agenda 18 Oct 2019**
 - a. **Motions** There will be three motions on the agenda of this meeting of University Senate, specifically
 - i. ECUS: Revised University Senate Handbook
 - ii. SCoN: Committee Replacements
 - iii. SAPC: Revised Statement of Non-Discrimination.
 - b. **Reports** Administrative reports and committee reports will also be agenda items.
 - c. **Supplemental Items of Business**
 - i. Awarding of University Senator Pins
 - ii. Jim Berger, Director of Center for Teaching and Learning
 - iii. Jennifer Townes, Scholarly Communications Librarian
2. **University Senate Minutes Review A Motion** *that the DRAFT minutes of the 20 September 2019 meeting of the 2019-2020 University Senate be circulated for university senator review* was made and seconded. **The motion to circulate the minutes was approved.**

VII. Next Meeting

1. Calendar

- a. University Senate Meeting – Friday, October 18, 3:30 p.m., A&S 2-72
 - b. ECUS Meeting – Friday, November 1, 2:00 p.m., Parks Hall 301
 - c. ECUS+SCC Meeting – Friday, November 1, 3:30 p.m., Park Hall 301
- 2. Tentative Agenda:** Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. **David Johnson will ensure that such items (if any) added are added to the agenda of a future meeting of ECUS or ECUS-SCC.**

VIII. Adjournment: As there was no further business to consider, a **Motion** to adjourn the meeting was made and seconded. **The motion to adjourn was approved and the meeting adjourned at 4:53 p.m.**

Distribution: First, these minutes will be sent to committee members for review; second, they will be posted to the minutes website.

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

COMMITTEE OFFICERS: DAVID JOHNSON (CHAIR), HAUKE BUSCH (VICE-CHAIR),
ALEX BLAZER (SECRETARY)

ACADEMIC YEAR: 2019-2020

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

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

Acronyms	EFS = Elected Faculty Senator CoAS = College of Arts and Sciences; CoB = College of Business; CoE = College of Education; CoHS = College of Health Sciences										
Meeting Dates	9/6	10/4	11/1	1/10	2/14	3/6	4/10	P	R	A	
Alex Blazer <i>EFS, CoAS, ECUS Chair Emeritus, ECUS Secretary</i>	P	P						2	0	0	
Hauke Busch <i>EFS, CoAS, ECUS Vice-Chair</i>	P	P						2	0	0	
Steve Dorman <i>University President</i>	R	R						0	2	0	
Jeff Dowdy <i>EFS, Library, ECUS Member</i>		P						1	0	0	
Catherine Fowler <i>EFS, CoHS, ECUS Member</i>	P	P						2	0	0	
David Johnson <i>EFS, CoAS, ECUS Chair</i>	P	P						2	0	0	
Lyndall Muschell <i>EFS, CoE, ECUS Member</i>	P	P						2	0	0	
Costas Spirou <i>Provost</i>	P	P						2	0	0	
John Swinton <i>EFS, CoB, ECUS Member</i>	P	R						1	1	0	
Nicole DeClouette <i>APC Chair</i>	R	R						0	2	0	
Matt Forrest <i>FAPC Chair</i>	P	P						2	0	0	
Sabrina Hom <i>RPIPC Chair</i>	P	P						2	0	0	

Angela Criscoe (SAPC Chair)	P	P						2	0	0
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