

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

MEETING DATE & TIME: FRIDAY, JANUARY 7, 2022, 3:30-4:45 P.M.

MEETING LOCATION: WEBEX

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets
P	Alex Blazer (CoAS, ECUS Chair Secretary)	
P	Hauke Busch (CoAS, ECUS Chair Emeritus)	
R	Cathy Cox (University President)	
P	Jennifer Flory (CoAS, ECUS Vice-Chair)	
P	Catherine Fowler (CoHS, ECUS Chair)	
P	Karl Manrodt (CoB, ECUS Member)	
R	Lyndall Muschell (CoE, ECUS Member)	
P	Lamonica Sanford (Library, ECUS Member)	
P	Costas Spirou (Provost)	
P	Nicholas Creel (APC Chair)	
P	Linda Bradley (DEIPC Chair)	
P	Sabrina Hom (FAPC Chair)	
P	Damian Francis (RPIPC Chair)	
P	Gail Godwin (SAPC Chair)	
GUESTS		
Shea Council (Administrative Assistant of the 2021-2022 University Senate)		
Holley Robert (Interim Associate Provost of Academic Affairs and Director of The Graduate School)		

Legend

Highlighted text denotes follow-up.

Bold text denotes action or recommendation.

I. Call to Order: The meeting was called to order at 3:30 pm by Catherine Fowler (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 5 Nov 2021 minutes of the Executive Committee with Standing Committee Chairs had been circulated to the meeting attendees via email. A Motion to approve the minutes was made and seconded. **The minutes were approved.**

IV. Reports

University President — President Cathy Cox

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

University Provost — Associate Provost Holley Roberts for Provost Costas Spirou

1. **A USG Provost Meeting** with Dr. Stuart Rayfield, Interim Executive Vice Chancellor for Academic Affairs took place on January 4th. The discussion included:
 - a. Focus on student success
 - b. Connect academic programs to the needs of the State of Georgia.
 - c. Momentum Summit V-March 10, 2022 (institutional teams)
 - d. Provost sector meetings and individual meetings with Dr. Rayfield will be scheduled during the semester.
 - e. PTR work continues and more feedback will be provided soon.
 - f. Legislative session begins on Monday, January 10, 2022.
 - g. COVID related guidelines will continue for the Spring 2022 semester.
 - h. Mental Health Initiative (see https://www.usg.edu/mentalhealth/institution_info).
 - i. ACT/SAT is required for Fall 2022. USG is working to schedule a January test day at University of Georgia and Georgia Southern University.
2. **New Faculty Orientation** took place on January 5th.
3. **GC's 25th Anniversary of the Liberal Arts Mission** The next event to celebrate the 25th GC designation as Georgia's Public Liberal Arts institution of higher education will take place on January 27, 2022: "25 Years of Liberal Arts in the Health Sciences" (College of Health Sciences).
4. **Center for Teaching and Learning** programming includes
 - a. GeorgiaVIEW Bootcamp: Get Ready for the New Semester (January 12th @ 9:00 to 11:00 a.m.)
 - b. Recording Videos Using Recording Software (Kaltura)/ Using Technology Devices for Video Recording Presentations and How-to Videos (January 26 @ 2:00 p.m.)
 - c. Flipping the Classroom (February 10th @ 3:30 p.m.)
 - d. Community Building in a Digital Environment (February 15th @ noon)
 - e. Getting Ready for the Mid-Term Grading: Taking Full Advantage of the D2L Grade Book (February 16th @ 3:00 p.m.)
 - f. Developing Student Critical Thinking Through Higher-Order Questioning (February 25th @ 3 p.m.)
 - g. Engaging Students and Facilitating Interaction Using Technology (March 9th @ 3:00 p.m.)
 - h. Teaching with GeorgiaVIEW: Tips, Tricks, and New Tools to Enhance Teaching and Class Management (March 16th @ 2:00 p.m.)
 - i. Digital Access: Using Apps in Office365 to Support T&L (April 12th @ 3:30 p.m.)
 - j. Housekeeping Tips and Best Practices for Course Maintenance in D2L (April 14th @ 3:00 p.m.)Please contact the Center for Teaching and Learning for additional information.
5. **GC Journeys Planning Mini-Grants** up to \$5,000 are available for departments to analyze the department/program's current GC Journeys plan and to create an action plan for institutionalizing, strengthening, and/or expanding students access to Transformative

Experiences (High-Impact Practices) within the department's curriculum. This year's award recipients are:

- a. Department of Accounting
 - b. Department of English
 - c. Department of Management, Marketing, & Logistics
 - d. Department of Psychology
 - e. Department of World Languages and Cultures
6. **Affordable Learning Georgia**, an initiative of the University System of Georgia focused on providing affordable course materials, recently released a "Request for Proposals for Affordable Materials Grants." Applications are due by February 14, 2022. Two types of grants are available:
 7. **Transformation Grants** support individual instructors, teams of instructors, and entire departments, along with supporting professional staff, in replacing their existing commercial textbooks and materials in a specific course with no- or low-cost-to-students learning materials. The maximum award for Transformation Grants is \$30,000.
 8. **Continuous Improvement Grants** support projects that increase the sustainability of open educational resources through substantial revisions and the creation of new materials. The maximum award for Continuous Improvement Grants is \$10,000.
 - a. An Intent to Apply Form should be submitted no later than January 14, 2022. For more information, contact Shaundra Walker, ALG Faculty Champion, at shaundra.walker@gcsu.edu or ext. 0987; or Chandra Cheatham, Grant and Contract Administrator at chandra.cheatham@gcsu.edu or ext. 8621.
 9. **Board Policy 8.3 Provost Task Force Update**. A 12-member Provost Task Force (8 members from the University Senate) will review existing university policies and then identify and recommend changes to ensure that Georgia College is compliant with BOR approved updates to Board Policy 8.3 (October 12, 2021). Recommendations from the task force to the Provost are expected by February 1, 2022.
 10. **COVID-19 Testing Clinics** will be offered for students, staff and faculty:
 - a. Friday, January 7: 10:00 AM – 12:00 PM in Magnolia Ballroom
 - b. Monday, January 10: 9:00 AM – 2:00 PM in Magnolia Ballroom
 11. **COVID-19 Syllabus Statement-Spring 2022** The health and safety of our community will always remain our top priority. Although not required, we strongly encourage students to get a COVID-19 vaccine. Similarly, unvaccinated individuals are also strongly encouraged to continue wearing a mask or face covering in the classroom as well as at social gatherings. Vaccinated individuals should also consider wearing a mask or face covering while indoors. Please consult the university's [website](#) for COVID related updates and resources.

Subcommittee on Nominations (SCoN) — Chair Jennifer Flory

1. **Election Oversight**
 - a. All election processes and constituency designations were turned in by each college by December 1.
 - b. Letters were sent to college deans and library director asking for senate election results, to be turned in to Senate by February 1, 2022. CoAS, CoB, and CoHS have elected faculty senators with a term of service ending in April 2022.

- c. An email will be sent to all faculty to request nominations for the at-large senate position (nomination period: Feb. 1 to Feb. 8, elections: Feb. 9-16). ECUS will verify nominee eligibility. At-large faculty senator election results will be announced to the university community by March 1, 2022.
 - d. After elections, Jennifer (EFS) and Cat (Volunteers) will review and populate University-Wide Committees with Senate Representation.
 - e. ECUS/SCC will vote on at-large election procedures at our next meeting.
2. **Revised Slate of Nominees**
- a. James Schiffman (CoAS) resigned effective December 31, 2021. The Department of Communication is in the process of electing a senator to replace him on Senate and APC. James will also need to be replaced as the elected faculty senator on the University Curriculum Committee.
 - b. Jennifer Graham became Chief Diversity Officer on January 4, 2022. She will serve on the Diversity, Equity, and Inclusion Policy Committee.
 - c. John Swinton is replacing Jesse Folk as Elected Faculty Senator serving on FAPC as of January 7, 2022.
 - d. Once all these changes have been resolved, I will update the Slate of Nominees and Bylaws Compliance report and send to ECUS/SCC for review.
3. **Governance Retreat**
- a. The tentative date is Monday, August 8.
4. **Potential Future Parliamentarians for 2022-23**
- a. Stephanie Jett
 - b. Natalie King
 - c. Bill Fisher

Executive Committee of University Senate (ECUS) — Chair Catherine Fowler

- 1. **Motions** Awaiting President's action on 2122.FAPC.002.R Motion to request local campus authority to require masks in the classroom; 2122.ECUS.001.R A Call for Increased Local Control of Campus Health and Safety Measures, Including Measures Necessary to Address COVID-19; 2122.ECUS.002.R Motion to approve the revised University senate handbook.
- 2. **Governance Calendar** is awaiting feedback from the Provost's Office.
- 3. **Meeting Format** The format (face-to-face or online) of the January 2022 governance meetings are to be determined.

Academic Policy Committee (APC) — Chair Nicholas Creel

- 1. **Student Academic Bill of Rights & Responsibilities** The committee reviewed and discussed updates to the [Student Academic Bill of Rights & Responsibilities](#).
 - a. We will contact SGA to help update this code.
 - b. We will also seek to help improve SRIS quality by looking for ways to let students know what is appropriate to put on them.
- 2. **ECUS-SCC Discussion**
 - a. Comment: Perhaps the discussion regarding appropriate SRIS feedback (for instance, not commenting on instructor appearance) could occur during

orientation. Perhaps evaluations could be moved earlier in the semester to make them less dependent on course grades.

Diversity, Equity, and Inclusion Policy Committee (DEIPC) — Chair Linda Bradley

1. **No Meeting** As there was no business, the committee did not assemble for its scheduled 7 Jan 2022 meeting.

Faculty Affairs Policy Committee (FAPC) — Chair Sabrina Hom

1. **Teaching Evaluations** Cynthia Alby made a presentation emphasizing that the existing system is not-evidence based and produces biased and low-quality data. Multi-dimensional assessments with short, factual surveys of students are preferable, and this would be compliant with USG policy. We discussed either creating a subcommittee (joint with other committees) to move on Cynthia's recommendations or making a motion to ask the Provost to create such a committee. Will learn about past efforts and continue work at next meeting.
2. **Academic Freedom** We reviewed existing AAUP guidance on academic freedom and BOR policy on discipline/termination and thought they were adequate. We will have to revisit in terms of the new policies in process on discipline/termination ensuing from the new, separate PTR process.
3. **Part-Time Faculty Pay** Dr. Swinton points out that the salary study was supposed to be updated annually by action of the provost (with data from CFO). We request that that existing guidance be followed and encourage that part-time faculty be added to the existing process. This was an abbreviated discussion; and we will need to follow up in that regard.
4. **ECUS-SCC Discussion**
 - a. Comment: A previous FAPC committee recommended a peer teaching observation pilot program; however, because it was a pilot program with optional participation, it did not take off.
 - b. Comment: A previous FAPC committee chose from three SRIS instruments and selected our current, shorter evaluation.
 - c. Follow Up: Alex Blazer will provide Sabrina Hom with the previous FAPC committee's work on peer teaching observations.

Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Damian Francis

1. **OneUSG Benefits Enrolment System Tobacco Surcharge** The following summary statements were agreed upon by the committee.
 - a. RPIPC feels that enrolment and benefits for health insurance is a personal responsibility for each employee. It is the right and responsibility of each employee to complete relevant selection related to Tobacco surcharge during open enrolment. RPIPC does not see a problem with the current opt out model, which is used by OneUSG.
 - b. RPIPC is aware of challenges in the selection process, particularly for lower wage-earning groups, and suggests the following, subject to input from the RPIPC

HR representative. GCSU HR should adjust the onboarding process to assist faculty and staff with completion of benefits selection during open enrolment. These adjustments should include, but not be limited to, equal access to technical resources such as computers, HR counselling, educational support workshops, and drop-in sessions during the employee workday.

- c. RPIPC shall consider preparation of a motion that a process be established by the USG to process refund to those employees who have been charged a tobacco surcharge in error; and that this process be advertised to all potentially impacted employees of the USG.
2. **ECUS-SCC Discussion**
 - a. Question: Is RPIPC suggesting that it is an employee's personal responsibility to navigate an impossible system?
 - b. Answer: The committee feels the first page of open enrollment to opt out or to pay is clear. If people were forced to opt in, no one would opt in.
 - c. Comment: The system was not working during open enrollment; I had to enroll over the phone.
 - d. Comment: HR offered open enrollment help in the library.
 - e. Comment: There is a federal rule that allows insurance companies to charge employees an additional fee when their spouses are offered insurance by their employers.

Student Affairs Policy Committee (SAPC) — Chair Gail Godwin

1. **Q and A with Melissa Gerrior, Program Coordinator of the Women's Center**
 1. Melissa discussed systems and initiatives in place to support the LGBTQ+ community such JED Foundation, Star Alley, RISE, GC LGBTQ app.
 2. Interested in getting preferred pronouns in Banner but unable per USG. Amy suggested maybe can happen in D2L.
 3. Martha Colvin Lecture series topic Resilience on Feb 17, 2022
 4. Melissa will email Jim Berger about adding preferred pronouns to D2L.
 5. Amy Pinney moved to support Melissa in this initiative. 2nd by Molly. Committee approved.
 6. Melissa Gerrior will report by email outcome.
2. **Public Safety**
 1. Molly Robbins discussed initiatives with SGA regarding public safety such as self-defense classes and RAVE app, and loss of SNAP.
 2. Molly Robbins will bring tasks to committee to support SGA initiatives
3. **Mental Health Report on Christie Campus Health**
 1. Kevin Blanch was concerned about the availability of mental health services especially Christie Campus Health. Is it effective and meeting student needs?
 2. Gail Godwin will inquire and report back next meeting.
4. **ECUS-SCC Discussion**
 1. Question: What is the impetus for placing preferred pronouns in Banner? I am unlikely to know 120 student names and remember preferred pronouns. Are they being discriminated against? Training to use gender neutral pronouns is more effective.

2. Answer: Students are concerned about being called in class with improper pronouns. In class, I use they/them a lot. In private, I ask students about their pronouns. I don't think student expect faculty to remember their pronouns.
3. Comment: Pronouns are another step to identify students individually.

VI. Unfinished Business

1. BOR Tenure Changes

- a. Provost Spirou set up a task force to implement changes in BOR tenure policy. The task force includes many representatives from University Senate; and all colleges are represented as well. The task force's intention is to provide opportunities for feedback. Pairs of task force members have reviewed policies. The most significant changes involve Post-Tenure Review. The task force will discuss faculty timelines, i.e., how the changes will affect faculty members depending on where they are in the promotion and tenure timeline. The task force will provide recommendations to the Provost who will refer recommendations to the President who will refer recommendations to the USG who will refer recommendations to University Senate. USG Provosts collectively requested an extension; however, the USG has not yet responded. The current implementation timeline is that the university must align its promotion and tenure and faculty evaluation policies with the system by the end of spring semester; colleges and departments must align with the university by the end of fall semester.

2. ECUS-SCC Discussion

- a. Comment: The Task Force should share the revisions with faculty when it has a strong draft.

VII. New Business

1. Steering of Items to Committees

- a. None.

2. University Senate Agenda and Minutes Review

a. Tentative Agenda 21 January 2022

i. Motions

1. SCoN: Revised Slate of Nominees

ii. Reports: Administrative reports and committee reports will also be agenda items.

i. Supplemental Items of Business: None.

- b. University Senate Minutes Review A Motion that the DRAFT minutes of the 19 Nov 2021 of the 2021-2022 University Senate be circulated for university senator review was made and seconded. **The motion to circulate the minutes was approved.**

VIII. Open Discussion

1. None

IX. Next Meeting

1. Calendar

- a. University Senate Meeting – Friday, January 21, 3:30 p.m., Webex
 - b. ECUS Meeting – Friday, February 11, 2:00 p.m., Webex
 - c. ECUS+SCC Meeting – Friday, February 11, 3:30 p.m., Webex
 - d. University Senate Meeting – Friday, February 25, 3:30 p.m., Webex
2. **Tentative Agenda** Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. Catherine Fowler will ensure that such items (if any) are added to the agenda of a future meeting of ECUS or ECUS-SCC.

X. Adjournment

1. 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 4:45 p.m.

XI. Supporting Documents

1. None.

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

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

COMMITTEE OFFICERS: CATHERINE FOWLER (CHAIR), JENNIFER FLORY (VICE-CHAIR), ALEX BLAZER (SECRETARY)

ACADEMIC YEAR: 2021-2022

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	9/3	10/1	11/5	1/7	2/11	3/4	4/8	P	R	A	
Alex Blazer <i>EFS, CoAS, ECUS Secretary</i>	P	P	P	P				4	0	0	
Hauke Busch <i>EFS, CoAS, ECUS Chair Emeritus</i>	P	P	P	P				4	0	0	
Cathy Cox <i>University President</i>	NA	R	R	R				0	3	0	
Jennifery Flory <i>EFS, CoAS ECUS Vice-Chair</i>	P	P	P	P				4	0	0	
Catherine Fowler <i>EFS, CoHS ECUS Chair</i>	P	P	P	P				4	0	0	
Karl Manrodt <i>EFS, CoB ECUS Member</i>	P	P	P	R				3	1	0	
Lyndall Muschell <i>EFS, CoE ECUS Member</i>	P	P	R	P				3	1	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P	P	P	P				4	0	0	
Costas Spirou <i>Provost</i>	P	P	P	P				4	0	0	
Nicholas Creel <i>APC Chair</i>	P	P	P	P				4	0	0	
Linda Bradley <i>DEIPC Chair</i>	P	P	P	P				4	0	0	
Sabrina Hom <i>FAPC Chair</i>	P	P	P	P				4	0	0	
Damian Francis <i>RPIPC Chair</i>	P	P	P	P				4	0	0	

Gail Godwin <i>SAPC Chair</i>	P	P	P	P				4	0	0
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