

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

MEETING DATE & TIME: FRIDAY, OCTOBER 6, 2023, 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 Secretary)	
R	Cathy Cox (University President)	
P	Nicolas Creel (CoBT, ECUS Member)	
P	Jennifer Flory (CoAS, Chair Emerita)	
P	Catherine Fowler (CoHS, ECUS Vice-Chair)	
P	Lamonica Sanford (Library, ECUS Member)	
R	Costas Spirou (Provost)	
P	Rob Sumowski (CoE, ECUS Chair)	
P	Andrew Allen (APC Chair)	
R	James “Trae” Welborn (DEIPC Chair)	
P	Stephanie Jett (FAPC Chair)	
R	Brad Fowler (RPIPC Chair)	
R	Greg Glotzbecker (SAPC Chair)	
GUESTS		
Rodica Cazacu, Vice-Chair of the 2023-2024 RPIPC		
Joyce Norris-Taylor, Vice-Chair of the 2023-2024 SAPC		
Holley Roberts, Associate Provost for 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 Rob Sumowski (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 1 Sep 2023 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. **Colleges and Library**

- a. **College Rankings** The recent *US News and World Report* rankings included GCSU as:
- i. #6 among all universities within the Top Public Schools.
 - ii. #3 among public universities within the Undergraduate Teaching Programs.
 - iii. #4 among public universities within the Most Innovative Schools.
 - iv. #16 (GCSU moved up six spots from 2023 and fifteen spots from 2018) among all institutions.
 - v. Our nursing program is tied for #1 amongst public universities within the state of Georgia.
 - vi. #1 on the Best Undergraduate Business Programs ranking in Georgia among Regional Public Universities in the South.
 - vii. #2 on the Best Undergraduate Computer Science Programs rankings in Georgia among Regional Public Universities in the South.
 - viii. #1 on the Best Undergraduate Psychology Programs rankings in Georgia among Regional Public Universities in the South.

2. **Schools and Honors College**

- a. **Honors College** The Honors College Convocation took place on September 30th and inducted the largest first year class in Eta Sigma, the GCSU Honors Student Association.

3. **Offices and Programs**

- a. **GC Journeys** Following an effort to improve student participation in GC Journeys, we have observed an increase by 30.61% in the number of courses tagged in HIPs for Fall 2023.
- b. **Office of Admissions** The Office of Admissions is preparing to welcome more than 200 prospective students for Fallfest II. The event is scheduled for October 21st.
- c. **Office of Human Resources** The Office of Human Resources is in the process of implementing procedural changes to our employee recruitment process to fully comply with the new USG Recruitment policy as of October 1, 2023. Hiring managers are expected to follow the established USG policy and GCSU procedures and training.
- d. **Office of the Provost & Academic Affairs**
- i. The Office of the Provost has launched an update of the Academic Affairs web pages.
 - ii. As the university engages in the implementation of the Imagine 2030 Strategic Plan, the Office of the Provost is working closely with colleges to support the various strategic directions.
 - iii. Academic Affairs is developing a number of dashboards to assist us in better understanding our programs while integrating data in decision making. The USG has also developed an Academic Affairs METRICS dashboard which is accessible to GCSU academic leaders.
 - iv. The Academic Affairs Budget Hearing took place on September 29, 2023.

- v. The 2024 Constitution Week was very successful with hundreds of students participating in the various sessions.
- 4. **Centers and Institutes**
 - a. **Center for Teaching and Learning** The Center for Teaching and Learning is offering a number of workshops for faculty. The October 3rd Edition of *Notes from CTL* is available [here](#).
- 5. **University Committees and Task Forces**
 - a. **University System of Georgia** In mid-October, the USG will formally report enrollment and retention data for all 26 institutions of higher education.
- 6. **Conferences and Meetings**
 - a. **USG Teaching & Learning Conference** The 2024 USG Teaching & Learning Conference is scheduled for April 15-16. The theme is “Building Bridges, Navigating Changes in Higher Education” and proposals are due by November 3, 2023.
- 7. **Curriculum**
 - a. **Core Curriculum** On October 4, 2023, the BOR approved a request by the USG to amend Board policy 3.3.1 Core Curriculum, effective immediately, with full implementation by Fall 2024. The key amendments relate to (1) changing the nomenclature of core curriculum areas, and (2) include a system-wide learning outcomes and career-ready competencies. We are waiting to hear from the USG regarding assessment. Regarding implementation, the next steps are for (1) the University Registrar to work on technological modifications (Banner, Degree Works, Program Maps, Catalogs, etc.), and (2) update the Required Syllabus Statement to ensure that this change is integrated appropriately (Academic Policy Committee).
- 8. **ECUS-SCC Discussion**
 - a. **Core Curriculum**
 - i. Question: How does the core reorganization affect existing students’ graduation path?
 - ii. Answer (Associate Provost): The core will be included in the 2024 undergraduate catalog and will not affect graduating students.

Academic Policy Committee (APC) — Chair Andrew Allen

- 1. **Academic Integrity Implications of Artificial Intelligence** The committee, at the request of faculty, considered a change in the current GCSU academic dishonesty policy to ensure that the inappropriate use of AI technologies is clearly forbidden. The committee investigated all pertinent policies at other USG institutions to determine what language sister universities and colleges may already have in place. The committee found that only Augusta University and the University of Georgia had so far altered their policies to reflect the new landscape. Faculty members Joy Bracewell and Cynthia Alby were consulted for their experience and expertise. The committee ultimately found that the GCSU academic dishonesty policy’s current language regarding plagiarism is in need of updating. Therefore, APC proposes that the University Senate consider the following language to replace the current policy’s section 1C:

- a. Plagiarism. For the purposes of this document, plagiarism is considered the act of representing ideas, writings, artistic designs, or any other creative endeavors that were created by someone or something else as one's own. This includes, but is not limited to, materials created by artificial intelligence. When direct quotations are used, they must be indicated; and when the ideas of another are incorporated in any submission, they must be acknowledged, according to a style of documentation appropriate to the discipline.
2. **Final Exam Policy** At the request of FAPC, APC was asked to consider a revision to the Final Exam Policy. APC did not wish to consider a change of policy at this time.
3. **Core Curriculum Updates** The chair of APC was alerted to the passage of a new policy regarding the core curriculum by the University System of Georgia by the Presiding Officer of the University Senate. The committee stands ready to aid in the smooth implementation of these policies when more information becomes available.

Diversity, Equity, and Inclusion Policy Committee (DEIPC) — Chair James “Trae” Welborn

1. **Meeting Cancelled** James “Trae” Welborn extended regrets and provided an electronic report. DEIPC members voted via email to cancel the scheduled October 6, 2023 meeting due to anticipated failure to establish a quorum. Projected committee meeting agenda included no action items or other discussion items with impending deadlines. Old business regarding syllabus DEI statement and potential review of other DEI policies on campus will be taken up at November meeting as scheduled.

Executive Committee of University Senate (ECUS) — Chair Rob Sumowski

1. **Presiding Officer Activities**
 - a. **Provost Meetings**
 - i. Jennifer Flory and I attended a meeting called by Provost Spirou on September 12, where he addressed what he had learned in the previous Friday's BOR meeting related to the USG's new Core IMPACTS and related syllabus statement adjustments, which may be required as soon as Spring Semester 2024. We agreed this would be an issue referred to APC.
 - ii. On October 5, I met with Provost Spirou about low award programs and later attended the Academic Leadership Team meeting.
 - iii. Provost Spirou and I spoke by phone about the BOR's Core IMPACTS policy that will require a new set of adjustments in syllabi. It is expected to be adopted by USG at its October 3-4 meeting.
 - b. **USG Faculty Council**
 - i. On September 13, Catherine Fowler, Jennifer Flory, and I attended the USGFC September Check-In meeting on Webex, where the Faculty Council began preliminary discussion about the USG's new Core Impacts and related syllabus statement adjustments.
 - ii. The next meeting of the USGFC will be held at Gordon State College on October 26-27, 2023. It is tentatively expected that the Chancellor and USG staff will present to the Faculty Council on October 26.

2. **University Senate Budget and Foundation Updates** FY 2023, as of September 19, 2023
 - a. 1048105 University Senate (state account) has \$2,457.78.
 - b. F15320 University Senate (foundation) has \$1264.00.

Faculty Affairs Policy Committee (FAPC) — Chair Stephanie Jett

1. **Emeritus Faculty Policy** We discussed the Emeritus Faculty policy as a committee after hearing from Dr. Roberts at our last meeting.
 - a. Summary of concern: The procedure outlined in the paragraphs below superseding the procedure outlined previously in the policy stating that requests for emeritus status going through the department from which the faculty member retired.
 - i. Implementation of Emeritus/Emerita Policy
Individuals retiring from Georgia College prior to implementation of this policy who were not awarded emeritus/emmerita status at the time of retirement may submit a written request for emeritus/emmerita status to their respective vice president. All requests will be reviewed and a decision regarding emeritus/emmerita status will be made no later than 30 days from the submission date of the materials.
Grandfather class: All individuals previously receiving emeritus/emmerita status will retain all rights and privileges awarded as long as resources are available. In the future, individuals receiving Emeritus/Emerita status will receive rights and privileges outlined in this document.
 - b. FAPC will work on a motion to propose to Senate in the November meeting to adjust the time frame for applying for Emeritus status from the 60-day window now to a reasonable time period after the retirement date to ensure any faculty who provided their 10+ years of distinguished service to the institution can be fairly appointed with the status if requested.
 - c. In doing so, we will remove the grandfather clause in the original policy, closing the “loophole” that directs requests to the Provost instead of the department head and faculty.
2. **Final Exam Policy** We also discussed the Final Exam policy concerns as brought by a faculty member to the Provost’s office.
 - a. The current Final Exam policy states, “Students should anticipate that each of their classes will have a final exam or a final class activity according to the schedules posted below. Any changes to these schedules must be approved by an instructor's department chair and dean and be clearly listed in the instructor's syllabus distributed on the first day of class.”
 - i. A complaint was filed with the Provost’s Office regarding a faculty member stating that their interpretation of the instructions provided by their chair was that they must give some type of assessment (e.g., a summative exam) during that time period that did not fit with their instructional methods, therefore was a violation of their academic freedom.

- ii. FAPC member shared that they use that time in vastly different ways and were never under the impression that you had to give an exam (or something more specific) during that time period and many of us didn't even meet during that specific time, we had projects or other things due at that time.
 - iii. Action: FAPC has asked the office of the Provost to send a clarifying email to the Deans and Department Heads to remind their faculty of the policy as written and will not move forward with any changes to the policy as written.
- 3. **Post-Tenure Review Policy** The changes to the PTR policy regarding the appeals process faculty have in the case of an unfavorable PTR as well as an unfavorable PIP review.
 - a. These changes to the policy have been handed to us by the USG.
 - b. As such, FAPC has determined that we will bring the changes to the policy as an informational item to the Senate so people are aware of the policy changes.
 - i. No motions for approval will be brought by FAPC.
- 4. **Student Opinion Surveys** At ECUS with Standing Committee Chairs on 1 Sep 2023, the Office of the Provost also brought to committee the issue of number of courses evaluated by SRIS.
 - a. In all other USG institutions, [all courses are evaluated](#) every semester. The Provost's office would like to [amend the existing policy](#) to include language stating that all courses will be evaluated.
 - i. After the meeting, it was conveyed by the Provost's office that all other USG institutions also include all course evaluations in their annual faculty reviews (IFRs), which they would like to see our policy also reflect that change.
 - b. FAPC asked ECUS with SCC if it would be possible to survey faculty on their feelings about these changes prior to us making any suggested changes to the current policy. We are beholden to our constituents and would not want to bring a motion that was not reflective of what they actually want in policy.
- 5. **Overload Compensation** Also, faculty had brought to ECUS who then conveyed to FAPC about issues regarding inequalities in compensation for course overloads across colleges.
 - a. For instance, A&S pays adjunct rates for overload courses and CoB pays 9% of their salaries. Obviously, that's a pretty stark difference, so it's worth looking at to see if there's a way we can make that more equitable.
 - b. However, in conversation in FAPC today, it was also brought up that suggesting sweeping changes that could actually negatively impact those at the lowest ends of the pay ranges is not something we are willing to do.
 - c. At the moment, FAPC will be asking Dr. Roberts' office to assist us with some data collection to determine salary ranges by college and department as well as looking into the other issue brought by faculty to ECUS of inequitable compensation for program coordinators/admin duties across the colleges and departments. We will look over that information and discuss in our next meeting on 3 Nov 2023.
- 6. **ECUS SCC Discussion**

a. **Final Exam Policy**

- i. Question: Is the Provost's Office concerned that credit hour contact time includes final exams?
- ii. Answer (Associate Provost): That was not part of the concern.
- iii. Comment: There is concern of giving the final exam during class time.
- iv. Comment (Associate Provost) The concern that was raised with our office involved academic freedom. The instructor was person told that they have to have an exam. We assured the faculty member with the concern that we would review the policy for inconsistencies. Faculty determine what is best for their students in their courses.
- v. Comment: The language on the Registrar's site is different from the PPPM Final Examination Policy.
- vi. Comment: A final exam or activity is not required, but if a final in-class project is required, it must be due during the scheduled final exam time.
- vii. Comment: It is possible for the committee to review the policy and leave it as is.
- viii. Comment: Perhaps this is a communication issue rather than a policy issue. FAPC can communicate the policy to the university.
- ix. Comment (FAPC Chair): FAPC welcomes a message from the Provost to all instructors.

b. **Student Opinion Surveys**

- i. Comment: From the last meeting of ECUS-SCC, it seemed that no changes to the number of courses included in the IFR were going to be made.
- ii. Comment: Because some classes simply do not work, we should preserve the policy of not requiring all surveys be included in the IFR.
- iii. Comment: Some faculty are asked or required to teach classes that they have never taught before.
- iv. Comment: Including three surveys rather than two surveys provides a larger, and therefore more meaningful, data set.
- v. Comment: CTL has been telling FAPC for years that SOS are a popularity contest. We don't need more bad data about gender, race, and language bias.
- vi. Comment: There is an issue regarding students who have dropped courses with WF being able to evaluate the classes.
- vii. Question: If the policy changed this semester, would that affect next year's IFR?
- viii. Comment (FAPC Chair): The committee wants more data before it decides what to do with the policy.

c. **Overload Compensation**

- i. Comment: Faculty from some colleges receive overload compensation worth 9% of their base pay while faculty from other colleges receive part-time lecture pay. Furthermore, part-time lecturer pay varies across the colleges.

Resources, Planning and Institutional Policy Committee (RPIPC) — Vice-Chair Rodica Cazacu for Chair Brad Fowler

1. **Parking** John Jackson updated the committee about campus parking and talked about tickets, fines changes, and car registration. Some parking fines increased from the \$30 to \$50, while the ones for special parking, like fire and handicap, decreased from \$100 to \$50. For the first two weeks of school only warnings were given, but since then, there are about 2000 tickets issued to date with fines totaling \$20,275. There is an increase in need for ADA parking spots and these spots are not lot specific. Yard signs for “Employees Only” have been placed as well, which seem to be working well. There are also six paid spaces in front of Bell Hall and they show a constant use. All vehicles parked in campus must be registered with the Parking and Transportation, including the visitors, who may park anywhere. There is no dedicated visitors parking lot.

Student Affairs Policy Committee (SAPC) — Chair Greg Glotzbecker

1. **Officer Election** We have elected Kell Carpenter as secretary.
2. **Public Safety**
 - a. SGA reported findings of independent International Association of Campus Law Enforcement Administrators (IACLEA) report findings. They emphasized advertising for the safety app Rave Guardian, which is available to all students. They also proposed self-defense classes and de-escalation classes. Students report feeling safe on campus but felt disconnected from Public Safety.
 - b. Dr. Nadler reported there is currently a search for a new Director of Public Safety and Chief of Police as well as safety officers.
 - c. Ideas to work on:
 - i. Public Safety is committed to self-defense classes, which should roll out quickly after the new chief is hired.
 - ii. Freshman orientation includes Alcohol-U; therefore, we could add public safety to orientation as well as possibly at Fallfest, Springfest, Week of Welcome, and Family Weekend.
 - iii. Possibility of developing a Cadet Program of students who could work with officers, patrolling, parking, and providing transport should students feel unsafe such as late at night.

Subcommittee on Nominations (SCoN) — Chair Catherine Fowler

1. **Election Oversight Materials**, including the Corps of Instruction List, Apportionment, and Letters to College Deans and the Library Director, will be voted upon at today’s ECUS meeting with Standing Committee Chairs. Highlights include:
 - a. **Apportionment**
 - i. College of Arts & Sciences: 17 Elected Faculty Senators
 - ii. College of Business & Technology: 6 Elected Faculty Senators
 - iii. College of Education: 4 Elected Faculty Senators
 - iv. College of Health Sciences: 5 Elected Faculty Senators
 - v. University Library: 2 Elected Faculty Senators

- b. **Elected Faculty Senators with Terms Ending April 2024**
 - i. At-Large Position: 1: Catherine Fowler
 - ii. College of Arts & Sciences: 4: Jennifer Flory, Greg Glotzbecker, Sandra Trujillo, Trae Welborn
 - iii. College of Business & Technology: 4: Nicholas Creel, Hedayati, Richardson, John Swinton
 - iv. College of Education: 2: Chris Greer, Lyndall Muschell
 - v. College of Health Sciences: 0: none
 - vi. University Library: 1: Lamonica Sanford
- 2. **USG Faculty Council** meeting scheduled at Gordon State on October 26-27. Send constituent questions and concerns to Dr. Fowler. At the USFGC planning meeting, concerns were raised regarding the timeline for the Core refresh, viewing reference letters during the faculty hiring process, tenure, and the AAUP censure.
- 3. **ECUS-SCC Discussion**
 - a. **USG Faculty Council**
 - i. Comment: Regarding the AAUP censure and the Core refresh, the AAUP [“Statement on Government of Colleges and Universities”](#) clearly says, “The faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process.”
- 4. **ECUS-SCC Action**
 - a. **Election Oversight Materials** A draft of the election oversight materials had been circulated to the meeting attendees via email. A **Motion** *to approve the election oversight materials with administrators included in the Corps of Instruction List* was made and seconded. **The election oversight materials were approved.**

VI. Unfinished Business

- 1. There was no unfinished business.

VII. New Business

- 1. **University Senate Agenda and Minutes Review**
 - a. **Tentative Agenda October 20, 2023**
 - i. Motions
 - 1. APC: Plagiarism and AI
 - 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 15 Sep 2023 meeting of the 2023-2024 University Senate be circulated for university senator review* was made and seconded. **The motion to circulate the minutes was approved.**

VIII. Open Discussion

1. There was no open discussion.

IX. Next Meeting

1. **Calendar**
 - a. University Senate Meeting – Friday, October 20, 3:30 p.m., Arts & Sciences 272
 - b. ECUS Meeting – Friday, November 3, 2:45 p.m., Parks Hall 301
 - c. ECUS+SCC Meeting – Friday, November 3, 3:30 p.m., Parks Hall 301
 - d. University Senate Meeting – Friday, November 17, 3:30 p.m., Arts & Sciences 272
2. **Tentative Agenda** Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. Rob Sumowski 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. There are no supporting documents.

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: ROB SUMOWSKI (CHAIR), CATHERINE FOWLER (VICE-CHAIR), ALEX BLAZER (SECRETARY)

ACADEMIC YEAR: 2023-2024

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	9/1	10/6	11/3	1/5	2/9	3/1	4/5	P	R	A	
Alex Blazer <i>EFS, CoAS ECUS Secretary</i>	P	P						2	0	0	
Cathy Cox <i>University President</i>	R	R						0	2	0	
Nicholas Creel <i>EFS, CoBT ECUS Member</i>	P	P						2	0	0	
Jennifer Flory <i>EFS, CoAS Chair Emerita</i>	P	P						2	0	0	
Catherine Fowler <i>EFS, CoHS, ECUS ECUS Vice-Chair</i>	P	P						2	0	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P	P						2	0	0	
Costas Spirou <i>Provost</i>	P	R						1	1	0	
Rob Sumowski <i>EFS, CoE ECUS Chair</i>	P	P						2	0	0	
Andrew Allen <i>APC Chair</i>	P	P						2	0	0	
James Trae Welborn <i>DEIPC Chair</i>	P	R						1	1	0	
Stephanie Jett <i>FAPC Chair</i>	P	P						2	0	0	
Brad Fowler <i>RPIPC Chair</i>	P	R						1	1	0	
Greg Glotzbecker <i>SAPC Chair</i>	R	R						1	1	0	