

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

MEETING DATE & TIME: FRIDAY, FEBRUARY 9, 2024, 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)	
P	Costas Spirou (Provost)	
P	Rob Sumowski (CoE, ECUS Chair)	
P	Andrew Allen (APC Chair)	
P	James “Trae” Welborn (DEIPC Chair)	
P	Stephanie Jett (FAPC Chair)	
P	Brad Fowler (RPIPC Chair)	
R	Greg Glotzbecker (SAPC Chair)	

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 5 Jan 2024 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 — Provost Costas Spirou

1. **Colleges and Library**
 - a. **College of Arts and Sciences**

- i. **Herty Hall** Funding for the 2nd round of Herty Hall redevelopment is currently at the legislature. We are waiting for the final budget regarding this project.
- 2. **Schools and Honors College**
 - a. **The US News and World Report Graduate Online Ranking** were released on February 7th. The online nursing program ranked 1st in state and #28 nationally. The online master's degree in business (non-MBA) is second only to the University of Georgia statewide, and #43 nationally. The Georgia College online MBA is number #94 nationally and second in Georgia. Two other graduate programs were included in the top 100 national rankings: the online Criminal Justice program at #61 and the online Master of Education at #100. It should be noted that the education program made significant gains in the rankings year-over-year (last year it was ranked #132).
- 3. **Offices and Programs**
 - a. **Office of Admissions**
 - i. **Fall 2024** Current Office of Admissions data for Fall 2024 reveals a strong interest for our programs at GCSU.
 - b. **Office of Grants & Sponsored Projects**
 - i. **Understanding Indirect Cost Distributions Workshop** The Office of Grants and Sponsored Projects will be organizing a workshop titled "Understanding Indirect Cost Distribution" on February 14, 2024 from 11:30 – 12:30pm in A&S Room 338. Please contact Kadian Leslie at kadian.leslie@gcsu.edu for more information.
 - c. **Office of the Provost & Academic Affairs**
 - i. **Faculty Evaluation Process** The Office of the Provost is working closely with the colleges and the Office of Student Life to revisit the student excused absences practices. The goal is to gain an understanding of the circumstances under which student excused absences should be approved during the review process.
 - ii. **Flannery O'Connor Birthday Celebration** The university is working on program activities for the celebration of the upcoming 99th birthday of Flannery O'Connor. A committee is currently meeting for the 100th birthday of the famed author in 2025.
 - iii. **Scott Beard Leadership Circle** The Office of the Provost will be organizing the Scott Beard Leadership Circle (COPLAC) at the GCSU campus in July of 2025. The program is currently at Sonoma State University.
 - d. **Office of University Advancement**
 - i. **University Foundation** The institution held a very successful University Foundation event on February 2. The session included an impressive presentation by Finance students on the opportunities following the creation of the Trading Room last fall.
 - e. **Public Safety**
 - i. **Assessment** Public Safety is completing a departmental assessment.
- 4. **University Committees and Task Forces**

- a. **The Honorary Award Committee** met on February 5, 2024, and recommended Dr. Lisa Cook for a GCSU honorary degree at the May commencement. Dr. Cook is Board of Governors of the Federal Reserve System (her term is ending on January 31, 2038). Prior to her appointment to the Board, Dr. Cook was a professor of economics and international relations at Michigan State University. She was also a research associate at the National Bureau of Economic Research. Previously, Dr. Cook was on the faculty of Harvard University's Kennedy School of Government. During her time at Harvard, Dr. Cook also served as deputy director for Africa Research at the Center for International Development. Before then, she was a National Fellow at Stanford University. Dr. Cook received a BA in philosophy from Spelman College. As a Marshall Scholar, she received a second BA in philosophy, politics, and economics from Oxford University. She earned a PhD in economics from the University of California, Berkeley.
5. **Conferences and Meetings**
 - a. **Board of Regents** The BOR meeting is scheduled next week. The legislature is currently considering reinserting the \$66 million cut to the USG from last year.
 - b. **Research Regents Advisory Council** The university hosted the inaugural Research RAC of the USG on Friday, February 26, 2024.
 - c. **The USG Momentum Year 2024** is currently underway with programming focusing on student success.
6. **Accreditation**
 - a. **SACSCOC** On-site visits will take place on February 26-29th. This is part of the ten-year reaccreditation of the institution as well as of the QEP.
7. **Faculty**
 - a. **Fellowships and Grants**
 - i. **Summer Research** Three faculty members were awarded summer support to complete their writing projects for publication submission: Kerry Neville, English; Jennifer Flaherty, English; and Suzanna Roman-Oliver, Teacher Education.
8. **Announcements**
 - a. **Dean's List** Students that earn a Dean's List recognition will receive a communication from their respective college Dean's Office.
9. **ECUS-SCC Discussion**
 - a. **FAFSA**
 - i. Question: Has the university been affected by the FAFSA data delay?
 - ii. Answer (Provost): There are 56% fewer applications across the country because the FAFSA issue. The university is waiting to process FAFSA forms.
 - b. **Test Requirement**
 - i. Question: Is the university going to be able to market our status as an elite university that requires college admission tests?
 - ii. Answer (Provost): Yes, we are using testing requirements in our branding. We are one of three select institutions within the USG that requires tests. The challenge is that UGA and Georgia Tech have more applications than us. Georgia Tech has 62,000 applications for 3,000 spots. The university can shape the class in ways that we cannot. We don't have the ability to

recruit like they do; we don't have the same kind of scholarships as UGA and Georgia Tech. The Office of Admissions is sending Cuevo Homecoming information to 160,000 potential applicants.

Academic Policy Committee (APC) — Chair Andrew Allen

1. **Meeting** APC had a meeting schedule for 9 Feb 2024 from 2:00 p.m. to 3:15 p.m. APC had no business to conduct, so its meeting was cancelled.

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

1. **Recommended Syllabus Statement** Diversity syllabus statement final revision in committee of the whole to include preamble specifically outlining purpose and intent of the statement and emphasizing voluntary application and adaptability by faculty for course/learning activity use. Draft will be shared with APC and SAPC ahead of March standing committee meetings for possible collaboration in making joint motion for inclusion as suggested syllabus statement on University and/or OIE website before Senate at March or April full Senate meeting. Pending revisions and communication with APC/SAPC leadership/membership via email and March committee meetings. Revised draft statement below
 - a. **Georgia College & State University Statement on Diversity, Equity, and Inclusion**
 - b. *The following suggested syllabus statement is designed to serve as a template for faculty seeking to specifically convey their course policies concerning issues of diversity, equity, and inclusion to students. Faculty are encouraged to incorporate this statement into course syllabi and to revise and adapt the template to suit specific course needs, but incorporation of this syllabus statement is not required.*
 - c. *Georgia College & State University recognizes that inclusion and belonging are essential to our core values of reason, respect, and responsibility. We strive to achieve inclusive excellence in the composition of our community, our educational programs, university policies, research and scholarship, campus life, employment practices, co-curricular activities, and community outreach. A welcoming and inclusive learning environment that fosters a sense of belonging by valuing diversity of intellectual thought, experiences, and identifications is essential. Further information and support are available through the Office of Inclusive Excellence located in 108 Parks Hall at 478-445-4233 or oiie@gcsu.edu.*
2. **Equity Policy Review** Discussion of Equity Policy Review guidelines (initially developed in Minnesota University System) document previously shared by Michael Snowden (Chief Diversity Officer, OIE) invite to author Clyde Pickett (former college of Dr. Snowden) to attend next DEIPC meeting (03/01) or following (04/05) for external DEI policy review guidance, along with possible invitations to leadership in other pertinent campus offices for internal guidance on institutional policy review regarding DEI.

3. **Training Module** Carol Ward updated members on voluntary DEI training module development in HR office, and again conveyed intention to engage DEIPC in review as on-going process proceeds. Dr. Snowden followed up with update on DEI training module current in design/production through OIE in coordination with HR.

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

1. **Presiding Officer Activities**
 - a. **Standing Committees**
 - i. I have been in touch with Standing Committee Chairs via phone and email as needed.
 - b. **System-Wide or Tier/Sector Meeting Attendance**
 - i. On February 8, 2024, I attended the Academic Leadership Team meeting in the Pat Peterson Education Room.
 - c. **Academic Conference Attendance**
 - i. From January 17-19, 2024, I attended the National Conference of the American Association of Colleges and Universities in Washington, DC along with Provost Spirou and Vice Provosts Holley Roberts and Jordan Cofer. We attended several thought-provoking and inspiring presentations and panel discussions on current trends in higher education as well as Provost Spirou's presentation alongside national leaders from fellow COPLAC institutions. It was an extremely worthwhile and reflective experience.
 - ii. Presiding Officer Elect Dr. Catherine Fowler chaired the January 19, 2024 University Senate meeting in my absence.
2. **2024-2025 Governance Calendar** draft has been sent to the Office of Academic Affairs for review.
3. **University Senate Budget and Foundation Updates** FY 2023 (unchanged as of December 30, 2023):
 - a. 1048105 University Senate (state account) balance: \$4,767.00 as per Fina Endere
 - b. F15320 University Senate (Foundation) account balance: \$583.01 as per Ashley Banks

Subcommittee on Nominations (SCoN) — Chair Catherine Fowler

1. **Election Results**
 - a. **College of Arts and Sciences** Matthew Forrest, Arnab Sengupta, Amy Sumpter, Bryan Hall
 - b. **College of Business and Technology** Frank Richardson, Nicholas Creel, Mehrnaz Hedayati, John Swinton
 - c. **College of Education** Bekir Mugayitoglu, Suzanna Roman Oliver
 - d. **University Library** Lamonica Sanford
 - e. **At Large** TBD- voting results on 2/15/24 by COB
2. **Elected Faculty Senators with a Term of Service Ending in April 2024**

- a. Jennifer Flory, Catherine Fowler, Gregory Glotzbecker, Sandra Trujillo, James Welborn, Chris Greer, Lyndall Muschell, Lamonica Sanford, Nicholas Creel, Frank Richardson, John Swinton, Mehrnaz Hedayati
- b. Thank you for your service to university senate to those who are finishing their terms in April 2024.

Faculty Affairs Policy Committee (FAPC) — Chair Stephanie Jett

1. **Research Misconduct Policy** FAPC reviewed the modifications to the Research Misconduct Policy as requested by ECUS and the Office of the Provost and found no concerns and had no comments.
 - a. We support the policy being brought as an informational item to US
2. **Amorous Relationship Policy** Updates on the RPIPC/FAPC joint efforts to establish the Amorous Relationship policy implementation procedures:
 - a. Chair of RPIPC has spoken with GCSU General Counsel – Update on where the procedures stands.
 - b. Brett Montroy, General Counsel for GCSU (currently), made it very clear that this policy is a "strict liability" policy, meaning that the parties are liable for violating the policy regardless of intent or pre-existing arrangements prior to the policy change.
 - c. Need to check with Carol Ward to find out if she checked with the USG after the ad hoc committee drafted the procedures for the policy. If they approved the language in it, we can move forward with our conversations. If not, “prohibited means prohibited” and the Provost and HR need to look at what that means for any existing relationships impacted.
 - d. FAPC has received no return communications from HR. RPIPC Chair will speak with Lee Fruitticher to see if we can get any more information.
 - e. No estimated time frame before moving forward with any motions to ECUS or US.
3. **Student Opinion Surveys** Number of courses evaluated using SRIS and used in IFRs
 - a. Two separate policies:
 - i. SRIS = <https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/teaching-effectiveness-assessing/student-opinion-surveys-on-line-process/>
 1. FAPC has reviewed the current SRIS policy, made suggested changes to the policy working to include all courses to be evaluated
 2. Included in supplemental materials is examples of guidance from UGA and Georgia State for chairs/evaluators on “best practices” for using student evaluation data and for faculty on how to interpret student evaluations. We plan to work with CTL to create these for GCSU to help address the inequities in the weight placed on SRIS by chairs/evaluators from department to department.

3. **FAPC passed motion today in meeting unanimously for those present.**
 4. **Transferring to formal motion document for presentation to US in February pending final review by the Office of the Provost.**
- ii. IFR = <https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/faculty-review-system-philosophy-and-general-procedures/>
1. In meeting with ECUS, found ONE reference to only two evaluations being added to
 2. Made a change to existing policy after ECUS and will send to FAPC and ECUS to look at before continuing discussion in FAPC in January
 3. **FAPC passed motion today in meeting unanimously for those present.**
 4. **Transferring to formal motion document for presentation to US in February pending final review by the Office of the Provost.**
4. **Emeritus Faculty Policy**
- a. Time limit to apply and process starts at department level.
 - b. 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.
 - c. Added language to state all requests should start at home department level.
 - d. After feedback from Office of the Provost, language was changed by FAPC.
 - e. FAPC determined any time limit established for application for the status would be arbitrary.
 - i. Argument is that if the person has remained active in their field and could be of benefit to the institution, why would we not want them to be here?
 - ii. Concern from Provost's office expressed regarding what criteria are being used to evaluate the applications by the department.
 - iii. May need to emphasize in language that the onus is on the applicant and the home department to provide sufficient justification for awarding the status.
 - iv. Bringing those concerns back to committee for March meeting.
5. **ECUS-SCC Discussion**
- a. **Student Opinion Surveys**
 - i. Question: Does the policy revision include language regarding participation rates?
 - ii. Answer (Chair): It includes both the response rate and enrollment.
 - iii. Comment (Provost): 65% participation rate or above is statistically significant.

- iv. Question: Are summer courses included in the policy revision? In other words, are all classes to be evaluated, or only fall and spring classes?
 - v. Comment (Provost): We want to make sure that students have a chance to express their opinions of teaching. Could we invite Jim Berger, Director of CTL, to Senate, the Deans Council, Chairs Council, and/or the Academic Leadership Team to discuss how student opinion surveys should fit into the overall evaluation of faculty teaching? Student opinion surveys should be part of a wholistic approach to teaching evaluations, which should also include peer observations. We should create a teaching evaluation policy that identifies five methods for teaching assessment and mandates that at least two must be utilized during each evaluation period. We need to create a culture of evaluating teaching.
 - vi. Comment: Any section in our faculty evaluation policy documents in which teaching evaluation is mention, such as Annual Faculty Evaluation, Pre-Tenure Review, Promotion and Tenure, and Post-Tenure Review, should include instructions for holistic teaching evaluation beyond the use of Student Opinion Surveys.
 - vii. Comment (ECUS): We thank the Provost for advocating for the creation of a list of five alternative teaching methods. **Follow Up: FAPC will create a list of at least five alternative teaching methods and revise faculty teaching evaluation policy to mandate that at least two methods of evaluation be employed during any review.**
- b. **Faculty Emeritus Policy**
- i. Comment (Provost): Ultimately, the President approves of emeritus status, and the evaluation process that recommends emeritus status for the President's approval should be sound. If a faculty member was here in 1982 and applies for emeritus status in 2023 when no one in the department has institutional memory of the faculty member's contributions, then how does the President make a decision? In 2016, the department chairperson would decide to nominate a faculty member for emeritus status; however, we changed the policy to include department faculty members in the process.
 - ii. Comment: The decision-making process should prioritize evidence of contributions over an arbitrary application time frame.
 - iii. Comment: The burden of building the case for emeritus status could be placed on the faculty member who is applying for privilege.
- c. **Research Misconduct Policy**
- i. Comment (ECUS Chair): Since the policy was revised in order to align with federal law, and since FAPC reviewed the policy revision and has no comments or concerns, we will share the policy revision as an information item at the next University Senate meeting.

Resources, Planning and Institutional Policy Committee (RPIPC) — Chair Brad Fowler

1. **Amorous Relationship Policy** I updated the committee on the state of the Amorous Relationship Policy reporting procedures. As of the meeting RPIPC and FAPC were

waiting to hear back from Carol Ward of Human Resources regarding the question of how cases of married faculty or staff would be handled under the new policy wording.

2. **Summer Utility Costs** The committee continued to discuss summer utility costs. We settled on the following two ideas to explore:
 - a. Work with Lori Hamilton and Facilities Management to facilitate a campus wide utilities audit.
 - b. Work with the Sustainability Council on a checklist for building managers to fill out at the beginning of summer that addresses shutting down faculty offices and work spaces that are not used during the summer.
3. **Early College Student Pick Up** Nancy Mizelle asked to revisit our discussion about Early College's student pick up process in the Kilpatrick Hall parking lot. Nancy had received a concern from one of her peers that the line of cars for Early College pickup was stretching down Thomas Street and blocking the entrance and exit to the Peabody parking lot. John Jackson volunteered to meet with the Chief of campus police to observe the situation.
4. **ECUS-SCC Discussion**
 - a. **Summer Utility Costs**
 - i. Comment (Provost): Share these ideas with the Sustainability Task Force. Follow Up: Brad Fowler will forward the RPIPC ideas to Sustainability Task Force Chair Jehan El-Jourbagy.
5. **ECUS-SCC Action**
 - a. A **Motion** to extend the meeting 15 minutes was made and seconded. The motion was approved.

Student Affairs Policy Committee (SAPC) — Chair Greg Glotzbecker

1. **Meeting** SAPC had a meeting schedule for 9 Feb 2024 from 2:00 p.m. to 3:15 p.m. APC had no business to conduct, so its meeting was cancelled.
2. **Committee Chair and Vice-Chair** Joyce Norris-Taylor is going to take over Greg Glotzbecker's role as SAPC chair. We are still looking for someone to fill the vice-chair position. If we do not have a volunteer in the next few days, Amy Pinney has agreed to take the position.

VI. Unfinished Business

1. There was no unfinished business.

VII. New Business

1. **University Senate Agenda and Minutes Review**
 - a. **Tentative Agenda February 23, 2024**
 - i. Motions
 1. FAPC: Student Opinion Survey Policy Revision: IFR
 2. FAPC: Student Opinion Survey Policy Revision: SRIS
 - 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 Jan 2024 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. **Budget**
 - a. Comment: We will spend \$1,042.00 to purchase a book of best practices for department chairs, which will be distributed to department chairs. The book values shared governance.
2. **GCSU Research Day 2024**
 - a. Question: Research Day is included on the governance calendar. Does Research Day count as an excused absence?
 - b. Answer (Provost): We cannot make Research Day a day off from classes because it would take time away from the final exam period. We want students to participate in Research Day.
 - c. Comment: The Student Attendance Policy states that student participation in university sponsored events count as excused absences.

IX. Next Meeting

1. **Calendar**
 - a. University Senate Meeting – Friday, February 23, 3:30 p.m., Arts & Sciences 272
 - b. ECUS Meeting – Friday, March 1, 2:00 p.m., Parks Hall 301
 - c. ECUS+SCC Meeting – Friday, March 1, 3:30 p.m., Parks Hall 301
 - d. University Senate Meeting – Friday, March 15, 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 4:54 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	P	P	P			5	0	0	
Cathy Cox <i>University President</i>	R	R	R	R	R			0	5	0	
Nicholas Creel <i>EFS, CoBT ECUS Member</i>	P	P	P	P	P			5	0	0	
Jennifer Flory <i>EFS, CoAS Chair Emerita</i>	P	P	P	P	P			5	0	0	
Catherine Fowler <i>EFS, CoHS, ECUS ECUS Vice-Chair</i>	P	P	P	P	P			5	0	0	
Lamonica Sanford <i>EFS, Library ECUS Member</i>	P	P	P	P	P			5	0	0	
Costas Spirou <i>Provost</i>	P	R	P	P	P			4	1	0	
Rob Sumowski <i>EFS, CoE ECUS Chair</i>	P	P	P	P	P			5	0	0	
Andrew Allen <i>APC Chair</i>	P	P	P	P	P			5	0	0	
James Trae Welborn <i>DEIPC Chair</i>	P	R	R	P	P			3	2	0	
Stephanie Jett <i>FAPC Chair</i>	P	P	P	P	P			5	0	0	
Brad Fowler <i>RPIPC Chair</i>	P	R	P	P	P			4	1	0	
Greg Glotzbecker <i>SAPC Chair</i>	R	R	R	R	R			0	5	0	