

**2016-2017 University Senate
Minutes for the 17 Feb 2017 Meeting**

University Senate Officers: Presiding Officer Chavonda Mills, Presiding Officer Elect Nicole DeClouette, Secretary Craig Turner

PRESENT (38) Laura Ahrens, Susan C. Allen, Kay Anderson, Alex Blazer, Robert Blumenthal, Louis Bourne, Kelli Brown, Hauke Busch, Rodica Cazacu, Jolene Cole, Nicole DeClouette, Steve Dorman, Renee Fontenot, Heidi Fowler, Emily Gomez, David Johnson, Mary Jean Land, Catrena Lisse, Altmease Lowe, Mary Magoulick, Ben McMillan, Chavonda Mills, Kevin Morris, Lyndall Muschell, Christine Mutiti, Stephanie Opperman, Amy Pinney, Joanne Previts, Barbara Roquemore, Evita Shinholster, Susan Steele, John R. Swinton, Ashley Taylor, Tom Toney, Craig Turner, Shaundra Walker, James J. Winchester, J.F. Yao.

ABSENT (4) Jan Hoffmann Clark, Kristy Johnson, Min Kim, David McIntyre.

REGRETS (8) Millicent Dempsey, Josie Doss, Will Hobbs, Bradley Koch, Juan Ling, Daniel McDonald, Claire Sanders, Carol J. Sapp.

GUESTS (12)

First Name	Last Name	2016-2017 Committee	Description Role on University Senate or Postion at the University
Abraham	Abebe	None	<i>Assistant Professor of Graphic Design</i>
John	Bowen	None	<i>Senior Manager, Parking and Transportation Services</i>
Shea	Council	None	<i>Administrative Assistant to the University Senate</i>
Carolyn	Denard	APC	<i>Associate Vice President for Student Success</i>
Bill	Fisher	None	<i>Chair and Professor, Art</i>
Mike	Gleason	APC	<i>Professor of Biological Sciences</i>
Johnny	Grant	None	<i>Director of Economic Development and External Relations</i>
Andy	Lewter	SAPC	<i>Dean of Students</i>
Michael	Muller	None	<i>Student</i>
Bob	Orr	None	<i>Chief Information Officer</i>
Sadie	Simmons	None	<i>Compliance/ Policy Officer</i>
Costas	Spirou	None	<i>Interim Associate Provost</i>

CALL TO ORDER: Chavonda Mills, Presiding Officer of the 2016-2017 University Senate, called the meeting to order at 2:01 p.m.

CONSENT AGENDA:

***Consent Agenda
Special Rule of Order
two-thirds vote required***

A consent agenda may be presented by the Presiding Officer at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

A consent agenda was available as an item of business listed on the meeting agenda and read as follows.

1. **B.S. in Early Childhood, Middle Grades, Special Education Admission and Additional Education Program Requirements** These changes are primarily based on the admission and completion requirements set forth by the Georgia Professional Standards Commission in rule 505-.3-.01 REQUIREMENTS AND STANDARDS FOR APPROVING EDUCATOR PREPARATION PROVIDERS AND EDUCATOR PREPARATION PROGRAMS effective October 15, 2016.

2. **New Course ARTS 2630 Graphic Design Studio I** explores digital media focusing on idea development and skill refinement. The computer is used as a creative medium introducing various software, tools, and techniques that will benefit students in achieving effective visual communication. The course primarily emphasizes in vector drawings and digital manipulations within cultural, historical, and social contexts.
3. **New Course ARTS 3630 Graphic Design Studio II** combines the history of design and contemporary pedagogy within studio practice to provide students the opportunity to examine conceptual thinking and to develop practical intelligence. Many strategies will be considered for the development of visual process and practical progress in design.
4. **New Course ARTS 3631 Typography** explores the theoretical and conceptual ideation of type and its function in design principles. Letterforms in traditional and digital media will be reviewed and explored within cultural, historical, and social contexts. Emphasis is given in the technical areas such as typographic structure, visual hierarchy, grid system, letter spacing, and font kerning.
5. **New Course ARTS 4630 Graphic Design Studio III** explores advanced design approach to provide visual solutions for theoretical and conceptual design problems. The course provides students scopes of design methodologies such as critical thinking, marketing strategy, intensive research, ideation process, prototype model, and visual presentation.
6. **New Course ARTS 4992 Graphic Design Capstone I** provides a platform for students to carry out independent study focusing on advanced research, idea development, visual exploration, and oral presentation. This course will place emphasis on understanding design theory and developing conceptual methodology to craft a strong portfolio.
7. **New Course ARTS 4993 Graphic Design Capstone II** is a continued exploration of an in-depth research and conceptual development that focuses on identifying visual problems and developing alternative design solutions. This course is designed to prepare students for their senior exhibition, oral defense, and professional portfolio.
8. **New Course BIOL 4310 Bioethics** The course will serve as an introduction to a wide array of bioethical dilemmas faced by researchers, physicians, and the general public. There will be a focus on proper construction of moral arguments, logical reasoning, and an exploration of all sides to different issues. In addition, analysis of these topics will occur by using biological and biotechnological knowledge and performing literature-based research.
9. **New Course BIOL 5310 Bioethics** The course will serve as an introduction to a wide array of bioethical dilemmas faced by researchers, physicians, and the general public. There will be a focus on proper construction of moral arguments, logical reasoning, and an exploration of all sides to different issues. In addition, analysis of these topics will occur by using biological and biotechnological knowledge and performing literature-based research
10. University Senate Meeting Agenda (02/17/17)
11. University Senate Minutes (01/20/17)

A **MOTION** to adopt the consent agenda was made, seconded and adopted with no proposed extractions and no further discussion with no dissenting voice.

AGENDA: The agenda for this meeting was *approved as circulated* as item 10 of the consent agenda.

MINUTES: The minutes (20 Jan 2017 university senate meeting) were *approved as circulated* as item 11 of the consent agenda.

PRESIDENT'S REPORT – President Steve Dorman

1. **STATE OF THE UNIVERSITY ADDRESS** The State of the University Address is scheduled for Friday, 24 Feb 2017, at 2:00 in Russell Auditorium with a reception to immediately follow on the lawn in front of Russell, weather permitting.

2. **CHIEF OF POLICE SEARCH** We had 29 applications for the Chief's position in the re-opened search. The search committee selected ten for Skype interviews. The Skype interviews were completed last week and the search committee narrowed the search down to four candidates to bring to campus. The campus interviews started 15 Feb 2017 and conclude next week. Three of the four candidates for the campus interviews are current Chiefs at institutions of higher education. Hopefully, we'll have the position permanently filled by mid-to-late March.
3. **2018 BUDGET** Each year the President, Provost and VP for Finance & Administration meet with the Chancellor and select USG administrative staff for a budget update to discuss special topics, including our operational accomplishments, special initiatives, and challenges in meeting our goals. This is an opportunity for us to showcase our great work and request support to help meet our initiatives and overcome our operational challenges. Our FY 2018 meeting is scheduled for 1 Mar 2017. We plan to discuss a possible alternative method for funding GC based on quality, as opposed to the current enrollment-driven formula model; the changing capital (facility) needs; the increase in contributions from foundation to support the rising need for scholarships; our new, comprehensive strategic plan; our Career Center initiative and progress on tracking Alumni; and funding Athletics. We are slated to receive minimal formula funding for the slight increase in credit hours in FY 2016. This funding will all have to go to support mandatory needs for FY 2018; to include institutional rising health insurance and other miscellaneous state premiums, institutional match on retirement contribution increases, institutional match on a potential 2% merit increase, faculty promotions, and FLSA mandated changes--totaling approximately \$970M off-the-top of any new money we are provided.
4. **MAYFAIR/MCINTOSH** Mayfair will be the future home of our Welcoming Center and Enrollment Management and McIntosh will be the future home of several academic support areas. Furniture is on order and this project is still slated for completion in March 2017.
5. **BEESON HALL** Well under construction and the completion and move-in date is still scheduled for late summer 2017. Beeson will house our physic labs and over 50 faculty offices, to include faculty and staff currently housed in Terrell Hall,
6. **TERRELL HALL AND KILPATRICK** Approved in the last legislative session for the design phase of the capital project process, and just last week the architectural firm of LAS (Lord, Aeck & Sargent) started meetings on campus with stakeholders to begin the design phase of the project. We are expecting the construction funding (\$11.5M) in this legislative session for inclusion in our FY 2018 Budget. The Terrell project will include accessibility upgrades, install an elevator, and improve energy efficiency and replace all major antiquated systems. In 1977, renovations to Kilpatrick removed windows from much of the building and this project will give us the opportunity to go in and replace the windows throughout the building. This project will also enhance Kilpatrick with improved energy efficiency lighting and replacement finishes as funding permits.
7. **LIBRARY CLARK STREET ENTRANCE** We are partnering with our Foundation to revamp the Library's original entrance which is on Clarke Street. The architectural firm Cogdell & Mendrala have started on the design work and we will be selecting the general contractor in the next couple of weeks. This project will be s Library entrance that will showcase more of our special collections. Not only will this upgrade serve as an attractive gateway to the two other major additions to the Library, it will house video walls that will feature and educate others on GC's history.
8. **PARKING TASK FORCE** We are establishing a Parking Task Force to review Georgia College's current parking plan and update it to meet the various parking needs of the GC community. The seven-member task force will include representation from University Senate (RPIPC), Staff Council, Student Government Association, Facilities Operations, University Housing, GC Parking & Transportation and the City of Milledgeville. The task force will recommend an updated comprehensive parking plan, including permit designations, lot and space designations, fees and fines, visitor parking, ADA parking, reserved parking, loading spaces, enforcement measures, and the ongoing role of the Parking and Transportation Advisory Committee.

9. **ONEUSG** We are out of the oneUSG strategic pause and now moving fast and furious as part of the first cohort scheduled to go live 1 July 2017. Remember oneUSG is a system initiative to consolidate/standardize all business practices, processes, policies, and platforms for all USG institutions. The first phase includes transitioning our human capital technology platform from ADP to PeopleSoft. This is the platform where your personal benefits are managed, time is managed, and payroll is managed. So please be on the lookout for additional change management and upcoming training on the new system.
10. **NEW BENEFIT FOR GC FACULTY AND STAFF** GC is partnering with Baldwin County Board of Education to offer a Montessori Academy and after school and summer programs (as needed) at the Baldwin County Early Learning Center (directly behind the Baldwin County Board of Education) for ages 6 weeks to pre-kindergarten. GC employees will have first and priority access to this service! GC will start accepting applications starting February 20 for classes beginning August 2017. Please watch GC's front page for additional details and registration instructions. Thanks to Dr. Joe Peters and Ms. Susan Allen for their diligent work on this.
11. **BILL DOERR** Mr. Bill Doerr AVP for Advancement was named Chair of CASE (Council for Advancement and Support of Education) III for the southeast. Yet another indicator of preeminence.
12. **HOME COMING** festivities have taken place all week. Tonight we will be hosting the Homecoming Concert. We are expecting a near sellout crowd for X Ambassadors. As of today their top hit on Youtube has gathered 47 million views. Tent City will be in the Centennial Center parking lot and utilize the new patio for several tents and music. I invite you to join the students for Bobcat Basketball beginning at 3:30 on Saturday!
13. **LEGISLATIVE UPDATE** Our director of Economic Development and External Relations, Mr. Johnny Grant, will give an update on current legislation in this General Assembly.

Legislative Session Today marks the halfway point of this year's Georgia General Assembly. The legislature is allotted 40 days in which to do their work each year and the House and Senate completed Day 20 this morning.

FY17 Budget One of the major accomplishments of this first half, besides reorganizing for a new biennium, was the passage of the Amended FY17 Budget. This budget authorized \$24.3 billion in spending and is based on a 3% growth in revenue over FY16. Governor Deal signed the Amended Budget legislation on Wednesday of this week at Augusta University and the site of Georgia's new cybersecurity center. The Amended budget also contained some good news for Georgia College. Governor Deal had recommended and the legislature concurred with beginning appropriations of \$2.36 million, to create a Georgia Center for Early Language and Literacy right here at Georgia College. Additional funding is also recommended in the FY18 budget to create a continuing revenue stream for this program. You will be hearing much more about this initiative now that the initial appropriations have been secured.

FY18 Budget The second half of the session is shaping up to be very busy. Work on the FY 18 Budget is now underway with the FY18 Budget passing the House this morning and now going over to the Senate for its review. As I mentioned earlier there is a recommendation included in the FY18 budget for \$2.7 million to annualize the funding for the Early Language and Literacy Center. The Governor also recommended \$11.5 million for the construction phase of the Terrell/Kilpatrick renovation project on our campus. Both of these line items are included in the House version and seem to be on track for inclusion by the Senate as they review the FY18 budget.

HOPE In other arenas, both the House and Senate Higher Education Standing Committees have numerous pieces of legislation assigned to them for review. Many of these bills deal with Georgia's successful HOPE Scholarship in some fashion, generally to try and expand the pool of students eligible for HOPE.

Limit Tuition Increases Other legislation introduced this year which is of concern to the higher education community includes a new attempt to limit tuition increases for USG institutions to the Consumer Price Index. There has been a hearing on this bill and Chancellor Wrigley gave well-received testimony to the committee regarding the USG opposition to this measure and educating

legislators on some of the dynamics of higher education funding. I personally believe that work done over the summer and Fall by the Board of Regents and University Presidents will keep this bill from moving forward at present, but it is precariously positioned for action should moods change.

Gun Bills Including Campus Carry There have been a total of sixteen (16) gun related bills introduced in this year's Georgia General Assembly session. Some of these pieces of legislation restrict, or add additional requirements on the ability of citizens to carry firearms, while others expand the locations where it is lawful to carry firearms or remove existing restrictions on firearms possession. Only one of these bills, HB 280, specifically applies to college campuses and it is a reprise of last session's "Campus Carry bill" with some modifications. If you remember, "Campus Carry" was passed in last year's legislative session only to be met with a strong veto by Governor Deal. Media accounts report that this year's sponsor met with Governor Deal and drafted this year's attempt in an effort to address the Governor's concerns. In reality the new language this year addresses only one of his concerns - that of child care centers operating on public college or technical college campuses. It is generally thought that this measure is likely to pass easily in the House of Representatives and it is hoped that roadblocks can be placed in its path in the State Senate.

Title IX Many of the measures taken up by the Georgia legislature are repeated in other states all across the nation. Tuition caps are being explored in many states, campus carry is a perennial topic throughout the US, and issues related to sexual assault and how those cases are adjudicated on campus and in the criminal justice system is another. HB51, a bill that would change how public colleges and universities in Georgia handle rape investigations, has been introduced this year and has had one standing-room only hearing. This is a complicated legal issue that pits protection and sensitivity of the alleged rape victim against due process rights of the alleged accused and like it or not, the university is placed in the middle of the argument. Modifications of how USG institutions handle Title IX cases have recently been made based on legislative activity from last year and regardless of the final outcome of HB51 in this session, I predict that this conversation will continue in Georgia and nationwide for several more years.

USG As someone who is at the Capitol often, I would like to report that the University System of Georgia through its staff, especially the Chancellor, most USG institutions (including many institution presidents), and the appointed Board of Regents work diligently, both in public and behind the scenes, answering requests for information, presenting testimony on legislation and actively engaging individual legislators in an effort to educate them about the concerns students, parents, faculty, staff and administrators have on issues that come before the General Assembly. It is an extremely busy time for all concerned

14. **QUESTIONS?** Provost Dorman and Mr. Johnny Grant invited questions from the floor.

a. **How likely is HB 51 to pass?**

I would hesitate to predict its likelihood to pass. My perception is that HB 51 is more a *get your attention bill* than an *amend existing legislation bill*.

b. **There are a number of Georgia College students who have no health insurance, any chance the state will expand Medicaid?**

There has been consideration of this issue recently. At present, this issue is in a legislative pause from receiving consideration. My perception is that many of the legislators have sympathetic ears to this issue. However, I hesitate to predict what activity, if any, will occur on this issue during this session.

c. **Could you review the recommended protocols to be taken by university employees or students in communicating with legislators?**

If you choose, communicate with legislators as a citizen.

i. While you certainly can mention that you are a professor or university employee, don't use your university email address or university letterhead to share your position as this violates

USG policy and be clear that you are communicating as a citizen and not as a representative of the university or USG.

- ii. Your communication will be most influential if you direct it to your elected representatives as a registered voter and member of their constituency.
 - iii. Your communication will be most influential if you are an educator and not a critic.
 - iv. Your communication might be as succinct as *I support current state law* if you prefer that a particular bill that proposes revisions to existing legislation fails.
- d. **When is crossover day?**
Although normally crossover day is day 30 of the legislative session, this year crossover day will occur on day 28 of the legislative session which is presently anticipated to be Friday 3 Mar 2017. Crossover day is the final day a bill can be moved from one chamber to the other (House to Senate or Senate to House). The last day of the legislative session, also known as sine die, is day 40 and is presently anticipated to be Thursday 30 Mar 2017.
- e. The USG Leadership has invested time with legislators prior to the session and some of its work goes on *behind the scenes*. That is, actions being taken may not always be visible. Timing for this type of work is crucial and at times, remaining silent can be more effective than talking.
- f. **Question directed to President Dorman, will the parking task force you described include a faculty representative?**
There will be a university senate representative, which I anticipate will be a faculty member.

PROVOST'S REPORT – Provost Kelli Brown

1. **HONORS PROGRAM** Under the guidance of Drs. Elliott-Gower and Denard, the Honors Program completed a National Collegiate Honors Council (NCHC) self-study in the fall. This was recently submitted to the NCHC and we are expecting an onsite visit in the late spring.
2. **SENIOR ASSOCIATE PROVOST AND DIRECTOR OF GRADUATE STUDIES** Search Committee held its first meeting Friday, 17 Feb 2017. The committee received its charge from the Provost, reviewed the position description, considered venues for advertising the position, and discussed a timeline for completing its work with the goal of having this search completed by the end of April.
3. **GRADE APPEALS** The Office of the Provost is currently working with the Colleges and the Registrar to assist faculty and department chairs with the grade appeals policy. A new flow chart and pertinent forms are currently under development to aid the existing GC Academic Grievances and Appeals process.
4. **NURSE EDUCATOR FOR GEORGIA** It is my pleasure to congratulate Dr. Leslie Moore. She is the recipient of the Jane Van de Verde Nurse Educator Award that was presented at the 2017 GANE annual conference in February. This award goes to an Outstanding Nurse Educator in Georgia who has demonstrated a positive influence on Nursing Education in Georgia in the areas of scholarship, service and innovative educational practices. This is an example of preeminence.
5. **DR. JENNIFER FLORY TO CONDUCT AT CARNEGIE HALL** In recognition of her outstanding audition and impressive credentials, she was invited to be a guest conductor for the 35th Anniversary Season of concerts in historic Carnegie Hall during the period of April through June 2018. This is another example of preeminence.
6. **SOUTHEASTERN PSYCHOLOGICAL ASSOCIATION ANNUAL MEETING, MARCH 8-10, 2017** 25 presentations led by 9 faculty and 60 students. This is another example of preeminence.
7. **REMINDERS**
 - Provost Lecture Series Wed 22 Feb 2017, 12:00 noon, Museum Reading Room. Dr. John Swinton presenting *Online Vs. Face-to-Face: Pilot Study of a Comparison of Student Outcomes with Random Assignment*
 - State of the University Address Fri 24 Feb 2017 at 2:00pm in Russell Auditorium
 - Faculty Excellence Awards and University Level Awards due to Dr. Steve Jones by Fri 10 Mar 2017
 - National Scholarships Office's End of Year Reception Thu 6 Apr 2017 from 4:00 - 5:00 p.m. in the Museum Education Room.

- 2017 Governor's Teaching Fellows Program due to Ms. Lori Westbrook by Wed 17 Apr 2017 (This is a full year program.)
 - John H. Lounsbury College of Education Social Justice Dialogue Series J. Luke Wood *Black Minds Matter: Towards Educational Practices that Support Black Boys and Men*, Fri 3 Mar 2017 at 5:00 p.m. A&S Auditorium
8. **QUESTIONS?** Provost Brown invited questions from the floor. There were none.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS:

1. **MOTION 1617.CAPC.015.C (CONCENTRATION IN GRAPHIC DESIGN - B.A. IN ART)** On behalf of the committee, Lyndall Muschell, CAPC Chair, presented the motion *To recommend a new Concentration in Graphic Design within the B.A. in Art, as proposed in the supporting document titled B.A. in Art with Graphic Design Concentration.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *BA Art with Graphic Design Concentration* A pdf file providing the rationale and details of this curricular proposal.
 - ii. *BA Art with Graphic Design Concentration Signature Page* A pdf file providing the signed cover sheet documenting review prior to and including CAPC for this proposal.
 - b. **CONTEXTUAL INFORMATION** The proposal is to add a Graphic Design Concentration to the existing BA in Art.
 - c. **DISCUSSION** The following questions were posed from the floor.
 - i. **Will there be new technology needed to deliver the new concentration?** This need is not presently anticipated, though may become a need at some point in the future as new technologies in the field develop quickly and we will want to stay current.
 - ii. **How is this related to the Digital Arts Minor?** A faculty line and other resources are being shifted from that minor to deliver this new concentration. The Digital Arts courses will in time be phased out as Graphic Design and our current Photography Area embrace the Digital Arts. We will work with existing Digital Arts minors to find suitable substitutions allowing them to complete that minor.
 - d. **SENATE ACTION** Motion 1617.CAPC.015.C was **APPROVED** with no additional discussion.
2. **MOTION 1617.CON.003.O (REVISED SLATE OF NOMINEES 2016-2017)** On behalf of the committee, Nicole DeClouette, SCoN Chair, presented the motion *To endorse the revised slate of nominees for the 2016-2017 University Senate officers and committee members as proposed in the supporting documents.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Revised Slate of Nominees February 2017* A pdf file showing the current members of committees and highlighting in yellow the proposed changes.
 - ii. *Summary of Revisions to the Membership of the University Senate and Committees February 2017* An MSWord file providing a list of the proposed revisions to the slate.
 - iii. *SCoN Bylaws Compliance for 17 February 2017* An MSWord file detailing each pertinent university senate bylaw and how the proposed slate is in compliance.
 - b. **CONTEXTUAL INFORMATION** Nicole DeClouette noted the proposed changes to the slate were
 - i. Executive Committee of the University Senate (ECUS)
 - 1) Provost from Costas Spirou to Kelli Brown
 - ii. Faculty Affairs Policy Committee (FAPC)
 - 1) CoAS Volunteer from Ryan Brown to Christina Smith
 - 2) Library Volunteer from Joe Mocnik to Kell Carpenter
 - c. **DISCUSSION** There was no discussion.

- d. **SENATE ACTION** Motion 1617.CoN.003.O was **APPROVED** with no additional discussion.
- 3. **MOTION 1617.FAPC.001.P (INDIVIDUAL FACULTY REPORT DEADLINE)** On behalf of the committee, Alex Blazer, FAPC Chair, presented the motion *To recommend the proposed Individual Faculty Report deadline in the supporting document entitled “Individual Faculty Report Deadline” as University Policy, and to endorse the guidelines, directions, and procedural recommendations therein.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation, accessible in the online motion database, was available for display on the big screen.
 - i. *Individual Faculty Report Deadline* An MSWord file providing the details of this proposal.
 - b. **CONTEXTUAL INFORMATION** Alex Blazer provided the following context for the motion.
 - i. Presently the individual faculty report is based on a calendar year yet the due date of March 15 was selected at the time the individual faculty report was based on an academic year.
 - ii. The proposed deadline change from March 15 to January 21 supports the desires that.
 - 1) faculty have sufficient time to compose their individual faculty report after the first of the year, and
 - 2) chairs have sufficient time to complete the faculty evaluations before possibly being asked to make recommendations for merit increases to annual salaries of the faculty they evaluate.
 - c. **DISCUSSION** A single question of clarification comprised the discussion.
 - i. Will this deadline be first effective in 2018 for calendar year 2017 Individual Faculty Reports? *That is what is being proposed.*
 - d. **SENATE ACTION** Motion 1617.FAPC.001.P was **APPROVED** with no additional discussion.

COMMITTEE REPORTS:

- 1. **ACADEMIC POLICY COMMITTEE (APC)** – Mike Gleason for Carol Sapp
Officers: Chair Carol Sapp, Vice-Chair Mike Gleason, Secretary David McIntyre
 - a. **Meeting** APC met on 3 Feb 2016 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Forthcoming Motion** Anticipate a motion from APC in March 2017 to add or amend required syllabus statements to address the emergency action plan and fire drills. The main thread being proposed is to add language *When possible and necessary, provide assistance to those who are in need of help.*
 - ii. **Online Teaching Needs** APC consulted with Jeanne Sewell, Interim Director of the Center for Teaching and Learning (CTL), to discuss resources for online courses. APC is presently preparing a list of recommendations detailing the needs of faculty in delivering online courses to share with CTL.
 - iii. **Consultation with SGA** Three members of the Student Government Association (SGA) consulted with APC regarding midterm grades. SGA noted its goals to bring more clarity to midterm feedback from instructors to students and implement midterm feedback at both the lower level and upper level. APC noted that
 - 1) not all professors use D2L (Desire 2 Learn) for grading,
 - 2) issues of requiring midterm grades for upper-level courses and the lack of midterm grade feedback in some courses could be further discussed.
APC recommended that SGA consult with FAPC to discuss the inconsistent or absent reporting of midterm grades pertinent to the courses at the 1000/2000 level for which such grades are required.
- 2. **CURRICULUM AND ASSESSMENT POLICY COMMITTEE (CAPC)** – Lyndall Muschell
Officers: Chair Lyndall Muschell, Vice-Chair Angel Abney, Secretary Josie Doss
 - a. **Meeting** CAPC met on 3 Feb 2016 from 2:00pm to 3:15pm. Beyond the one motion presented earlier in this meeting and the nine items included on the consent agenda of this meeting, CAPC has two items on which to report.

- i. **Committee Composition Review** The composition of the committee (CAPC) as defined in the University Senate Bylaws was discussed. It was determined that the current composition is appropriate. The view was expressed that the bylaws wording be amended to specifically state that there be representation from each of the academic units (college and library) on CAPC.
 - ii. **Another Elected Faculty Senator** There was the suggestion that the number of elected faculty senators be increased by one to allow for one elected faculty senator to serve on the Subcommittee on Core Curriculum (SoCC) without simultaneously being a member of the Curriculum and Assessment Policy Committee.
- 3. **SUBCOMMITTEE ON CORE CURRICULUM** (SoCC) – Mary Magoulick
Officers: Chair Mary Magoulick, Vice-Chair Brandon Samples, Secretary Kay Anderson
 - a. **Area B Section Proposals** SoCC encourages anyone wishing to propose Area B sections to submit your proposals as soon as possible, and at least three weeks before registration begins this semester. Please be aware that the routing process has changed slightly, so that now we must receive three signatures before we can review proposals: the Chair's signature, the Dean's signature, and the Associate Provost's signature. All information about our proposal process is on our website: <https://intranet.gcsu.edu/socc>
 - b. **Area B Forums** SoCC has two forums planned for this semester, one a training session for people interested in teaching in Area B, and one a discussion forum for how Area B is taught.
 - i. **Training Seminar in Teaching an Area B class, Friday, Feb 24, 1pm, Library 376** This will train you how to propose an Area B class.
 - ii. **Discussion Forum on Teaching in Area B, Friday, Mar 10, 1pm A&S 2-46 & 2-51** This will be an opportunity for past, current, and future Area B teachers to meet and discuss teaching methods, concepts, readings, class sessions, assessment, etc.
- 4. **EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE** (ECUS) – Nicole DeClouette for Chavonda Mills
Officers: Chair Chavonda Mills, Vice-Chair Nicole DeClouette, Secretary Craig Turner
 - a. **Meeting** ECUS met on 3 Feb 2016 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Governance Calendar**
 - 1) Revisions to the governance calendar were discussed including new faculty orientation being moved to the first week of August so that new faculty may attend their college and department meetings in preparation for the semester.
 - ii. **Foundation Account for the University Senate**
 - 1) Chavonda Mills' efforts to establish a foundation account for university senate are ongoing.
 - iii. **Policy Oversight Committee**
 - 1) Consideration of a full committee overseeing new policies to ensure a legal review compliance with USG/BoR and applicable law, and viability at Georgia College is ongoing. ECUS discussed encouraging committees to seek input from offices across campus, such as legal, as the committee is developing policy to ensure that it is in alignment with BOR policy and to ensure that it will not conflict with another policy already in place. The goal is to make the policy as strong as possible from all perspectives from the beginning.
 - iv. **Elected Faculty Senator Elections for Academic Units**
 - 1) Election procedures and election results from colleges/library have been archived.
 - v. **USGFC Election Procedures**
 - 1) ECUS approved the election procedures with amendments
 - 2) These procedures are archived at the university senate green page.
 - vi. **University Senate Representatives of University Committees**

- 1) ECUS came to the conclusion that while this proposal is the ideal practice, it is not always feasible to select university senate representatives to serve on university-wide committees from the membership of the university senate standing committee with the most closely aligned charge (e.g. parking committee members selected only from RPIPC, etc.) These positions are often filled by a call for nominations, including self-nominations, and those willing (volunteer <self-nominate> or accept a nomination) to serve are not always on the pertinent committee.
- vii. **Other** items considered were Standing Committees Scopes and the consideration of an appeals process.
- viii. **Questions**
 - 1) Why shift New Faculty Orientation to the first week of August?
This shift is coming in response to a recommendation made by faculty in the 2016-2017 new faculty cohort. Note that faculty contracts do begin 1 August, the proposed new faculty orientation dates are half-days Aug 1 to Aug 4.
 - 2) Why are the academic calendar dates a week later than traditional for 2017-2018?
This is our “reset year” and recurs about every seven years. Anticipate this again in about seven years.

5. **SUBCOMMITTEE ON NOMINATIONS** (SCon) – Nicole DeClouette

Officers: Chair Nicole DeClouette, Secretary Craig Turner, No Vice-Chair position for this committee.

a. **Meeting** Recent activity of the Scon Chair includes the following.

- i. **Slate of Nominees** was presented as a motion today
 - 1) From Costas Spirou to Kelli Brown (ECUS)
 - 2) From Ryan Brown to Christina Smith (FAPC volunteer)
 - 3) From Joe Mocnik to Kell Carpenter (FAPC volunteer)
- ii. **2017-2018 University Senate**
 - 1) Election procedures and election results from colleges/library have been archived.
 - 2) At-large election nominations closed on 10 Feb 2017
 - a) One self-nomination, Diana Young
 - b) Any nominations from the floor? *Rob Sumowski was nominated.*
 - c) Electronic voting will open 20 Feb 2017 and close 24 Feb 2017
 - 3) Staff Council elections close today, so we will request selected staff senators
 - 4) SGA elections close today, so we will request selected student senators
- iii. **USGFC Election Procedures**
 - 1) USG Faculty Council is an advisory board to the Chancellor of the USG.
 - a) Each USGFC member represents an institution within the USG
 - 2) Georgia College’s current practice is for the Presiding Officer Elect to serve as the institution’s voting member with a one-year term of service
 - a) ECUS proposes a change to this practice by adding a second position with a two-year term of service and broadening the pool of those eligible to serve in this capacity to all elected faculty senators.
 - b) Nominations, included self-nominations, shall be accepted only from elected faculty senators and only elected faculty senators shall be eligible to vote.
 - c) So please start thinking about serving in this capacity.
 - 3) ECUS approved the election procedures and these procedures are archived.
 - a) Nominations, including self-nominations, open 1 Mar 2017 and close 15 Mar 2017
 - b) Voting opens 22 Mar 2017 and closes 29 Mar 2017
 - c) Results will be announced to the university senate no later than 5 Apr 2017

6. **FACULTY AFFAIRS POLICY COMMITTEE (FAPC)** – Alex Blazer

Officers: Chair Alex Blazer, Vice-Chair Tom Toney, Secretary David Johnson

- a. **Meeting** FAPC met on 3 Feb 2016 from 2:00pm to 3:15pm. The following topics were discussed.
 - a. **Student Opinion Surveys** Guest Dr. Cynthia Alby, Professor, College of Education, shared academic research demonstrating concerns about the limited value of student opinion surveys in evaluating teaching. She recommended moving from a paid instrument to an in-house instrument and using a range of other kinds of evidence for teaching evaluation, such as peer teaching evaluation. Member discussion also included reasons for low student response rates. The Committee formed a work group—consisting of Monica Ketchie, Mary Jean Land, and Barbara Roquemore—to review existing paid student opinion survey models and look into creating an in-house instrument. The work group should report and make a recommendation to the committee by our March 31 meeting.
 - b. **Peer Teaching Evaluation** Guest Jeanne Sewell, Interim Director of the Center of Teaching and Learning (CTL), shared research on peer teaching evaluation and affirmed that the committee’s preliminary thoughts (a two-person peer teaching evaluation committee consisting of a department member and an outside observer trained by CTL to perform either formative or evaluative observations) is a good model that is logistically possible given CTL resources. The Committee formed a work group—consisting of David Johnson and Patrick Simmons—to draft a peer teaching evaluation policy. The work group should report and make a recommendation to the committee by our March 31 meeting.
 - c. **Individual Faculty Report Deadline** Routed to the committee by the Executive Committee of the University Senate, members discussed Interim Provost Spirou’s and the Deans Council’s recommendation to change the IFR deadline from March 15 to January 15 in order to allow chairs time to conduct annual faculty evaluations before recommending possible merit-based raises. The current (March 15) IFR deadline is based on the prior policy of collecting faculty performance information for the academic year while the current policy collects data for the prior calendar year. Concerns were raised about IFRs being due during the first week of classes, and concerns were raised about a proposed January 31 date being too late to give chairs sufficient time to review faculty. A compromise in the middle was reached. A motion to shift the deadline to January 21 passed with 6 yays, 3 nays, and 1 abstention. Since the IFR deadline was being moved up, the committee discussed whether the annual scheduled conference should be shifted as well. Observing a concern that chairs with large departments need time to perform evaluations, the committed decided to keep the May 1 deadline with a vote of 9 yays and 1 nay.
 - d. **Tenure & Promotion Policy and Procedure Irregularities**: The committee continued its discussion about faculty members being prevented from responding to recommendations “for” promotion and tenure when the positive recommendation sends mixed messages, noting that language from the annual faculty evaluation policy that allows faculty response could be copied to the tenure and promotion policy.

7. **RESOURCES, PLANNING AND INSTITUTIONAL POLICY COMMITTEE (RPIPC)** – Jan Hoffmann Clark

Officers: Chair Jan Hoffmann Clark, Vice-Chair Susan C. Allen, Secretary Emily Gomez

While there was no oral report at the meeting, this is the report submitted in writing following the meeting.

- a. **Meeting** RPIPC met on 3 Feb 2016 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Parking** RPIPC continued to discuss the pending parking allocation policy motion. Discussion focused on operational definitions for heart of campus and employees.
 - ii. **Invitation for Parking Concerns** Jan Hoffmann Clark requested that parking concerns from any member of the university community be emailed to her at jan.clark@gcsu.edu to inform ongoing RPIPC deliberation on parking. Parking concerns may also be sent directly Senior Manager of Parking and Transportation Services (John Bowen at

john.bowen@gcsu.edu) or directly to the faculty members (Alex Blazer at alex.blazer@gcsu.edu and Tom Toney at tom.toney@gcsu.edu) serving on the Parking and Transportation Advisory Committee (PTAC). University Senators were asked to extend this invitation to their constituencies.

iii. **Next Meeting** of the committee is scheduled for 3 Mar 2017 at 2:00pm in A&S 2-51.

8. **STUDENT AFFAIRS POLICY COMMITTEE (SAPC)** – Heidi Fowler

Officers: Chair Heidi Fowler, Vice-Chair Ben McMillan, Secretary Simplice Tchamna-Kouna

- a. **Meeting** SAPC was scheduled to meet on 3 Feb 2016 from 2:00pm to 3:15pm.
 - i. **SAPC Composition** SAPC has voted not to recommend any changes to the committee composition articulated in the current university senate bylaws.
 - ii. **No Meeting** SAPC did not meet on 3 Feb 2017 and has nothing additional to report.

9. **STUDENT GOVERNMENT ASSOCIATION (SGA)** – Laura Ahrens

Officers: President Laura Ahrens, Vice President Terrell Davis, Secretary Gabrielle Aladesuyi, Treasurer Charlie Faber

- a. **Homecoming** Members of the SGA have been busy over the past month working on various Homecoming planning committees and activities to ensure that all of the events are a safe success for students.
- b. **Academic Success** We are looking forward to the beginning of a closer relationship involving academic affairs by having SGA members and students meet monthly with Provost Brown to discuss any academic questions or concerns.
- c. **Current Projects** Over the next month, SGA plans to place an emphasis on parking issues and diversity and inclusion measures with student interests in mind.
- d. **Student Library Advisory Board** We have two SGA representatives serving on the Student Library Advisory Board (SLAB) and are excited to continue working with library administrators to ensure that student needs and wants are appropriately met regarding library services.
- e. **SGA Committee Mentionables** The ten SGA Committees continue to work diligently on various projects around campus. Notably, the Campus Wellness & Safety Committee recently focused on furthering green initiatives by collecting over 300 water bottles at the Wellness & Recreation Center (the incentive was exchanging these water bottles with reusable water bottles for students). In addition, the Diversity & Inclusion Committee is looking forward to continuing discussions on campus by being visible and speaking at the upcoming diversity listening sessions and forums.
- f. **Incoming Leadership** After a successful Homecoming and SGA Election season, we have a new group of incoming SGA Executive Members who will officially be taking office in May. I will likely be bringing SGA President-Elect Mike Muller to university committee meetings and around campus to meet faculty and administrators over the next few months of the officer transition period.

ANNOUNCEMENTS/ INFORMATION ITEMS:

1. **2017 WELLNESS COMMITTEE AND INITIATIVES** – Laura Childs

- a. **The USG Total Rewards Steering Committee** has established an Employee Well-being program, directed by the Wellness Benefits Program Manager, to develop and implement system-wide health and well-being initiatives. Mission and Vision statements were created, and five (5) essential well-being topics were identified for programming design. The goals are to create campus cultures of caring, be an employer of choice, improve productivity, reduce absenteeism, and reduce healthcare cost trends in the USG healthcare plan.
- b. **USG Institutions** Each USG Institution was charged with designating a Well-being Liaison and creating a Well-being Committee to communicate and administer these initiatives on their respective campuses. The GC Well-being committee members are
 - i. Leslie Pierce, Chief Human Resources Officer
 - ii. Alrick Banks, Compensation and Benefits Specialist
 - iii. Laura Childs, Associate Director of Fitness Operations

- iv. Shea Groebner, Assistant Director for Environmental Health and Occupational Safety
- v. Anna Lumpkin, Emergency Preparedness and Communications Manager
- c. **Targeted Initiatives** Data collected from Institutional Well-being Surveys, Tobacco Environmental Scans, Employee Needs and Interest Surveys, and USG healthcare plan analysis were used to devise the targeted initiatives. These leading initiatives include partnering with BCBS (Blue Cross Blue Shield) to provide Personal Health Consultants, collaborating with retirement vendors to provide financial wellness seminars once per month (Money Mondays), well-being webinars and monthly health education, and various pilot programs.
- d. **Next Steps** This spring, the HealthTrails Well-Being Challenge is being held system-wide, and every institution is expected to participate. The Kickoff event for GC is scheduled for 2 Mar 2017 from 11:00 a.m. to 12:30 p.m. in Donahoo Lounge. President Dorman will speak and then lead a 20 min. walk around campus. Fruit and water will be provided for all employees who attend. The program is online and allows employees to log virtual miles through physical activity, water consumption, and acts of kindness. The goal for participation is 10% of benefit-eligible employees. The competition is among all campuses to see which institution can log the most miles by engaging in daily and/or routine healthy behaviors. A traveling trophy and lunch are provided for the winning school. More detailed information is forthcoming.

OPEN DISCUSSION:

1. **2017-2018 GOVERNANCE CALENDAR** – Chavonda Mills
 - a. Chavonda Mills noted that the most current DRAFT of the 2017-2018 Governance Calendar had been circulated to university senators with the meeting agenda as a supporting document. Chavonda invited feedback on the draft. No feedback was received.

ADJOURN:

1. **ATTENDANCE AND THE SIGN-IN SHEET** Chavonda Mills requested that each individual present at the meeting sign the university senator attendance sheet or guest sign-in sheet on their way out if they hadn't already signed in.
2. **MOTION TO ADJOURN** As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 3:15 p.m. *Note: While a motion to postpone adjournment of the meeting by up to five minutes (allowing an adjournment time as late as 3:20pm) was made, seconded and approved by a majority vote with some university senators expressing dissent, none of this extra time was needed.*

SUPPORTING DOCUMENTS:

1. DRAFT Governance Calendar 2017-2018 (30 Jan 2017)
2. Liberals Arts Council Update (Susan Steele)
3. Academic Program Map Update (Susan Steele)
4. Mandatory Student Fees Update (Craig Turner).