

**2019-2020 University Senate  
Minutes for the 20 Sep 2019 Meeting**

*University Senate Officers: Presiding Officer David Johnson, Presiding Officer Elect Hauke Busch, Secretary Alex Blazer*

**PRESENT (34)** Jamie Addy, Justin Adeyemi, Susan Allen, Alex Blazer, Linda Bradley, Hauke Busch, Krystal Canady, Rodica Cazacu, Angela Criscoe, Paulette Cross, Jeffrey Dowdy, Steve Dorman, Catherine Fowler, Hedwig Fraunhofer, Glynnis Haley, Sarah Handwerker, Sabrina Hom, David Johnson, Monica Ketchie, Julian Knox, Alesa Liles, Leng Ling, Catrena Lisse, Amelia Lord, Lyndall Muschell, Christine Mutiti, Amy Pinney, Gennady Rudkevich, Joanna Schwartz, Katie Stumpf, John Swinton, Jessica Wallace, Cameron Watts, Jiaqin Yang.

**ABSENT (6)** Brad Fowler, Claire Garrett, Min Kim, Ben McMillan, Renee Mosely, Christopher Newsome.

**REGRETS (8)** Robert Blumenthal, Nicole DeClouette, Matt Forrest, Bryan Marshall, Stephanie McClure, Costas Spirou, Ashley Taylor, Diana Young.

**GUESTS (15)**

<b>Name</b>	<b>Role on University Senate or Position at the University</b>
A. Kay Anderson	University Registrar
Cindy Bowen	Director of Operations, Information Technology
Shawn Brooks	Vice President for Student Affairs
Jordan Cofer	Associate Provost of Transformative Learning Experiences
Shea Council	Administrative Assistant of the 2019-2020 University Senate
Carolyn Denard	Associate Provost for Student Success and Director of the Center for Student Success
Maxwell Harley	SGA Senator
Susan Kerr	Chief Information Officer
Sadie Simmons	Compliance/Policy Officer
Christina C. Smith	APC Vice-Chair
Ji Seun Sohn	Parliamentarian of the 2019-2020 University Senate
J. Brett Stanelle	Director of Public Safety and Chief of Police
Monica Starley	Special Assistant to the President
Simeco Vinson	Instructional Designer Specialist, Center for Teaching and Learning
Veronica Womack	Chief Diversity Officer

**CALL TO ORDER:** David Johnson, Presiding Officer of the 2019-2020 University Senate, called the meeting to order at 3:32 p.m.

**CONSENT AGENDA:**

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

***II. Section 3.A.4.a. Consent Agenda.*** A consent agenda, known in Robert’s Rules of Order as a “consent calendar” (11th ed. p.361, III.11-32) may be presented by the Presiding Officer in advance of a regular meeting. Items listed are usually of a routine and uncontroversial nature. For each source committee, items emerging from that source committee are placed on the consent agenda by the Presiding Officer at the request of, and in consultation with, the chair of that source committee. The Presiding Officer may consult with the Executive Committee when setting

*the consent agenda. The consent agenda is taken up at a regular meeting prior to source committee reports. An item may be removed, without a stated reason, from the consent agenda at the request of any member. Removed items may be taken up either immediately after the consent agenda, placed later on the regular agenda, or added to a future meeting's agenda at the discretion of the assembly. Items not removed from the consent agenda shall be considered collectively and without amendment or debate. A motion to approve the consent agenda requires a second and a two-thirds majority of those casting votes favoring adoption, assuming the presence of a quorum.*

David Johnson clarified that the University Senate Meeting agenda also includes Recognitions for new Senators. A consent agenda was available as an item of business listed on the meeting agenda and read as follows.

**1. MOTION**

- a. Motion 1920.CON.001.0 Revised Slate of Nominees 2019-2020
  - i. *New staff council senators on RPIPC are Renee Moseley, Claire Garrett, and Kevin Blanch; New staff council senator Christopher Newsome and new staff council designee Billy Copeland are on SAPC. Justin Adeyemi is replacing Brad Alban on FAPC. Jeffrey Dowdy is replacing Donna Bennett on ECUS.*

**2. AGENDA/MINUTES**

- a. University Senate Meeting Agenda (09/20/2019)
- b. University Senate Meeting Minutes (04/19/2019)
- c. University Senate Organization Meeting Minutes (04/19/2019)

A **MOTION** to adopt the consent agenda was made, seconded, and approved by voice vote with no proposed extractions, no further discussion, no dissenting voice, and only voting members of the university senate eligible to vote.

**AGENDA:** The agenda for this meeting was approved as circulated as item 2.a of the consent agenda.

**MINUTES:** The minutes of the 19 Apr 2019 university senate meeting and 19 Apr 2019 university senate meeting organizational meeting were approved as amended as items 2.b and 2.c of the consent agenda.

**PRESIDENT'S REPORT:** President Steve Dorman

1. **FACULTY SALARY UPDATE** The Faculty Salary Review was established to provide an equitable pay model for the Georgia College Corps of Instruction that will assist in attracting and retaining highly qualified faculty. I am pleased to report that after a year of collaborative work from the Faculty Salary Review Task Force, we have an approved faculty salary plan to present to the campus. Detailed information with the college, discipline, and rank information pertaining to the study can be found at: <https://www.gcsu.edu/provost/faculty-salary-review-task-force>. A special thank you to the Faculty Salary Review Task Force that worked tirelessly over the past year to develop a well-researched and thoughtful faculty pay structure for the institution.
  - a. Mr. Russ Williams, Chair of Task Force
  - b. Dr. John Swinton, University Senate Representative
  - c. Dr. Craig Turner (ex-officio)
  - d. Dr. Robert Blumenthal
  - e. Dr. Sallie Coke
  - f. Mr. Neil Jones

The goal of the plan is to bring all applicable positions to the 50<sup>th</sup> percentile of the respective disciplines' rank, taking into consideration performance evaluations. Given the financial impact in achieving this goal, we will take a phased approach as funding becomes available. Phase I is being reviewed for implementation January 1, 2020; funding permitting, we are targeting those positions that fall below the 30<sup>th</sup> percentile in the initial phase.

2. **FY2019 SUMMER REVENUE DISTRIBUTION** Summer revenue distributions are now available. The chart below shows the distribution by college. Please consult with your respective deans in how these funds will be used for professional development in your college and department.

<b><u>SUMMER REVENUE DISTRIBUTION:</u></b>	
<b><i>COAS</i></b>	<b>\$ 311,606</b>
<b><i>COB</i></b>	<b>\$ 275,084</b>
<b><i>LOGISTICS PREMIUM</i></b>	<b>\$ 17,407</b>
<b><i>COE</i></b>	<b>\$ 333,798</b>
<b><i>COHS</i></b>	<b>\$ 65,213</b>
<b><i>STUDY ABROAD</i></b>	<b>\$ 6,791</b>
<b><i>BRIDGE PROGRAM</i></b>	<b>\$ 69,319</b>
<b><i>TOTAL DISTRIBUTION</i></b>	<b>\$ 1,079,218</b>

3. **PROVOST SEARCH UPDATE (FROM SUSAN ALLEN)** The Provost search committee reviewed 88 applications and conducted 8 Skype interviews for the position of Provost. Three Provost Candidates were brought to campus this week:

- a. Tuesday, September 17 - Dr. Ravi Krovi, The University of Akron
- b. Wednesday, September 18 - Dr. Costas Spirou, Georgia College & State University
- c. Friday, September 20 - Dr. Cher Hendricks, University of Idaho

Each candidate met with the Executive Cabinet, the Academic Leadership Team, the Student Government Association, the Search Committee, the President’s Commission on Diversity, the Provost’s Office Staff, and the President. Additionally, each candidate presented in an open forum on “Higher Education in 2025 and the Role of the Liberal Arts,” allowing time for audience questions. The Search Committee will meet Monday to codify the feedback from the campus community and present it to the President to utilize in his consideration of the next Provost and Vice President for Academic Affairs. The plan is to have GC’s new Provost and Vice President for Academic Affairs named by October 1, 2019.

4. **GC GIVING CHALLENGE (FROM MONICA DELISA)** I am very excited to announce that our first-ever Georgia College Giving Challenge was a resounding success! 282 donors, 312 gifts, for a total of \$31,750.20. First-time donors throughout the GC Giving Challenge gave \$7275 and comprised 105 donors/gifts. The primary constituency code of donors (some may be members of multiple groups):

- a. 112 Alumni
- b. 4 Alumni Board Members
- c. 1 Business
- d. 57 Faculty/Staff
- e. 24 Current Parents
- f. 4 Current Students
- g. 10 Foundation Trustees
- h. 69 Friends

Kudos to the University Advancement team!

5. **FAMILY WEEKEND** We will host Family Weekend Friday, September 27, through Sunday, September 29. Family Weekend welcomes the parents, siblings, extended family, and friends of our students to return to campus and become more familiar with the Bobcat experience. A variety of academic and co-curricular sessions throughout the weekend give parents and family members insight into a student's journey and advice for how families can support their students to ensure their success. Some programs offered this year include a session on supporting your student through the pre-law and pre-med tracks presented by

the Career Center, overcoming the "sophomore slump" presented by the Center for Student Success, and how GC Journeys makes a Georgia College education distinctive. Family Weekend also includes a slate of exciting social events to showcase the student experience. On Friday, families are invited to join in on the new tradition of Bobcat Nights -- weekly programs hosted by Student Involvement designed to keep students in town during the weekends. This Bobcat Night's event will be a casual guided painting session of a "funky pergola" that families can take home with them. On Saturday, families can attend a Fraternity and Sorority Life cookout, a Tailgate Tour for the soccer game versus Lander, and a Family Service Project hosted by the GIVE Center. Families can also explore Milledgeville with tours of the Old Governor's Mansion and trolley tours of historic Milledgeville. The goal of the weekend is to let families in on what makes GC so special, give them an opportunity to explore their student's new home, and meet fellow parents and family members who are experiencing a similar transition.

6. **CAMPUS CLIMATE SURVEY** Georgia College is committed to fostering an inclusive campus. We are continually trying to make our great institution a better place to work and learn. In preparation for achieving this goal, our campus will launch a **Campus Climate Survey** this month. On September 30, you will receive an email from The Survey Research Center at the University of West Georgia; and it will contain the link to the campus climate survey. The Survey Research Center at the University of West Georgia will administer the survey at the request of the Office of Inclusive Excellence. The survey will open **Monday, September 30, at 9:00 am**. You will have until **Friday, October 11, at 5:00 pm** to complete the survey. The Survey Research Center will assess the data to write a university climate survey report which will be delivered by March 1, 2020. The information gathered will be very important in gauging our campus climate and assisting with determining our next steps toward inclusive excellence. You may find additional information about the survey using your Unify account. The information about the Campus Climate Survey is listed under Campus Resources located within the *Internal Sites* section with the heading "Campus Climate Survey." If you have any questions about the survey, please contact Dr. Veronica L. Womack at [veronica.womack@gcsu.edu](mailto:veronica.womack@gcsu.edu).
7. **ETHICS AWARENESS WEEK** Ethics Awareness Week is scheduled for November 11 – 17, 2019. The purpose of the week is to remind everyone in the university system of our shared ethical values and expectations so these are incorporated into our day-to-day decisions. Ms. Stacy Mulvaney, Director of Internal Audit and Advisory Services, is coordinating various activities for the week. On Thursday, November 14, Ms. Deborah Wallace will be speaking to campus at the Peabody Auditorium from 10:00-11:00. Ms. Wallace is the State Inspector General of Georgia. Ms. Mulvaney will also be teaming up with various departments around campus to provide open discussions and question and answer sessions. Topics will include P-card, Travel, Sustainability, Information Technology, and the Ethics Hotline. A video will also be revealed during that week to showcase our ethical values. More details about the week's events will be announced in November.
8. **FY2020 BUDGET PROCESS BEGINS** The FY2019 **University Budget Open Forum** will be held on Monday, November 18, 2019, from 8:30 a.m. – 12:30 p.m. in the Pat Peterson Museum Education Room. As a part of our commitment to shared governance and transparent decision making, all campus community members are encouraged to attend. I will provide a general report, followed by each of the deans. Following the deans, the vice presidents will present. I encourage all to attend. In addition, I encourage you to get involved and attend your departmental and college-level meetings regarding the budgeting process.
9. **STATE OF THE UNIVERSITY ADDRESS – NEW TIME** Due to an event sponsored by the University System of Georgia Foundation, the start time of the annual State of the University Address has been changed to 1:00. The event will take place in Russell Auditorium on Friday, February 7.
10. **PUBLIC ART POLICY & GUIDELINES** Georgia College recognizes the importance of public art on our campus. The acquisition, placement, maintenance, longevity and deaccessioning of any public art must

be authorized in writing by the Chair of the Committee on Public Art in accordance with established procedures. This policy was reviewed and approved by the Executive Cabinet on June 11. The policy can be found at: <https://gcsu.smartcatalogiq.com/Policy-Manual/Policy-Manual/Division-of-Finance-and-Administration/Plant-Operations-Facilities-Planning/Public-Art-Policy>.

11. **ANDALUSIA INSTITUTE** As you may have noticed, the drive at Andalusia is being widened to include a deceleration lane; and water lines have been laid to provide a fire hydrant and fire suppression for the homeplace. In addition, the Andalusia Institute has been approved by the BOR. The Andalusia Institute will help us realize a goal of building on the legacy of our alumnae and accomplished American author. The Institute will help our university enhance a distinctive aspect of our mission and allow us to build upon this distinction.
12. **POLICY REVISIONS** During the September 2019 Board of Regents meeting, revisions were made to the following BOR policies:
  - a. **August 2019: Revision to the Policy Manual: Section 6.15.8.2 – Retention of Weapon and Badge: Retiring Police Officer**
    - i. **Proposed New Policy Language:** A USG law enforcement officer may request permission to retain their department weapon and receive a department badge denoting service when they have served under honorable conditions as defined by OCGA 35-1-20, and, are either receiving state employee retirement system benefits, or leaving employment as a result of a line of duty disability from service to the University System of Georgia. Requests will be submitted to the USG institution police chief for review and approval upon verification the employee has met the required conditions. Police chiefs meeting the criteria may submit a request to the USG Police Chief.
  - b. **September 2019: Revision to the Policy Manual: Section 7.13 – Designation of USG as a Hybrid Entity Under HIPAA**
    - i. **Proposed New Policy Language:** The Board of Regents of the University System of Georgia (USG) engages in covered functions as defined by the Health Insurance Portability and Accountability Act of 1996, including the subsequent amendment under the Health Information Technology for Economic and Clinical Health of 2009 and any regulations promulgated under those laws, (HIPAA) and is a covered entity. Because some portions of USG are not engaged in covered functions, USG designates itself as a Hybrid Entity as defined by the HIPAA regulations. Any portion of USG engaged in a covered function or performing business associate activities for another component of USG engaged in a covered function, as those terms are defined by HIPAA, is hereby deemed part of the Health Care Component (HCC) of the USG Hybrid Entity. The University System Office (USO) and each USG Institution will be responsible for identifying the components, business units, colleges, or schools that are part of the HCC.
13. **NATIONAL STUDY OF LEARNING, VOTING AND ENGAGEMENT (NSLVE) (FROM JAN HOFFMANN)** A 2019 NSLVE report comparing student voting in 2014 and 2018 was recently released. At Georgia College in 2014, only 13% of students voted in the midterm election. This was 6% below the national average. In 2018, the number of Georgia College students who voted rose to 41.2%, which represented an increase of 28% and was 2% above the national average! Thanks to the efforts of Dr. Jan Hoffmann who provided key leadership on this initiative in helping us move the needle on becoming a Voter Friendly Campus.
14. **SAVE THE DATES!**
  - a. *Family Weekend*  
September 27 – 29, 2019

- b. *Fall Festival*  
Thursday, October 24, 2019  
4:00 – 6:30 p.m. – Front Campus
- c. *Alumni Weekend*  
November 1 – 2, 2019
- d. *Ethnics Awareness Week*  
November 11 – 15, 2019
- e. *Veterans Day Ceremony*  
Monday, November 11, 2019  
9:00 – War Memorials – Front Campus
- f. *Faculty and Staff Holiday Open House*  
Thursday, December 12, 2019  
9:00 a.m. & 3:00 p.m. – Old Governor’s Mansion
- g. *Winter Commencement*  
Saturday, December 14, 2019  
1:00 p.m. – Centennial Center

15. **QUESTIONS** – When President Dorman invited questions, many were forthcoming.

- a. Question: The BOR informed us of a coming change in healthcare policy with the next cycle in which we have to prove that our spouses were not offered insurance by their employers. How do you prove that you’re not being offered insurance coverage by your spouse’s employer? And what happens if the other coverage is in compliance with ACA but it’s a crappy policy?
  - i. Response: The question was directed to Vice President for Finance and Administration Susan Allen, who noted that the Working Spouse Surcharge is meant to help with rising health care costs; and President Dorman reported that he will conduct background research on the issue in order to answer the question.

**PROVOST’S REPORT:** Provost Costas Spirou was unable to attend this meeting and extended his regrets. He did provide a written report for inclusion in these minutes, and he asked Presiding Officer David Johnson to provide highlights from the report for those attending the meeting.

- 1. **NEW CHIEF INFORMATION OFFICER** Susan Kerr joined Georgia College on September 16<sup>th</sup> as the new CIO. She brings 30 years of extensive experience in higher education, over 20 of these years in the USG in both faculty and staff roles. Thank you to the Search Committee, Dale Young (Chair), Adam Fathi, Joy Godin, Cindy Bowen, Simeco Vinson, and Jonathan Meyer for their exceptional work. Deanie Waddell in the College of Business Dean’s Office provided administrative support for the search. Also, thank you to Charlie Weaver who provided exemplary leadership and service to our institution during this time of transition.
- 2. **25LIVE UPDATE** Implementation of 25Live is continuing. Submissions (non-academic) for Spring 2020 will open in the system on or around September 23<sup>rd</sup>. Users have not reported issues though staff are working very hard behind the scenes to accommodate requests.
- 3. **GC JOURNEYS** Information sessions about the initiative are scheduled for October 8<sup>th</sup> from 12:30-1:00PM, and November 4<sup>th</sup> at 3:00-3:30PM. All sessions will be held in the Museum Education Room.
- 4. **USG GENERAL EDUCATION INITIATIVE** The General Education Design Principles were approved by the BOR on September 10<sup>th</sup>. The USG is in the process of creating a General Education Implementation Committee to begin work on the next phase of the initiative. The USG will present an update at a Spring 2020 BOR meeting.
- 5. **ETENURE & PROMOTION** The initiative is moving forward. The applicant submission deadline was September 16<sup>th</sup>.

6. **UNIVERSITY HISTORY** Dr. Bob Wilson, University Historian is updating the GC history. We expect completion of the work by October 1, 2019. We will then move forward with the publication.
7. **GC FACULTY CURRICULUM COMMITTEES** All committees met (GEC, UCC, and General Council) in August, completing course and program reviews. Additional information and meeting minutes are published on the Provost website.
8. **CONSTITUTION WEEK 2019** The program started on September 17<sup>th</sup> and will conclude on September 23<sup>rd</sup>. See FrontPage for additional information. Jehan Eljourbary and Brandy Kennedy are co-chairing this effort. The other members include: Dean Copelan; Kari Brown; Dana Gorzelany; Jan Hoffmann; Roddran Grimes; Phil Gura; Harold Mock; Jaclyn Queen; Jeffrey Dowdy; Stacey Milner; Brighton Sandt.
9. **CAMPUS CLIMATE SURVEY** The Survey Research Center at the University of West Georgia will administer the survey at the request of the Office of Inclusive Excellence. The survey will open Monday, September 30<sup>th</sup> until Friday, October 11<sup>th</sup>.
10. **COLLEGE OF BUSINESS DEAN SEARCH** The search firm Witt-Kieffer is supporting our efforts. Currently there are 56 applicants for this opportunity. The Committee met on September 11<sup>th</sup> and the next meeting is scheduled for September 24<sup>th</sup> as the group begins the review process. First round interviews are scheduled on October 18-19<sup>th</sup> at the Renaissance Atlanta Airport Gateway Hotel. The Search Committee includes: Mark Pelton (Chair), Eric Tenbus, Monica Delisa, Johnny Grant, Caroline Collier, Chris Lowery, Tom Moore, Lisa Griffin, Deannie Waddell, Sarabeth Sutton, Robert Betzel.
11. **FACULTY WOMEN'S LEADERSHIP FELLOWS PROGRAM** This is a new initiative led by Drs. Roberts and Mills and supported by the Office of the Provost. Applicants should submit materials to Rhonda Griffin, Administrative Assistant for the Office of by September 30<sup>th</sup>.
12. **PATHWAYS TO GC** A delegation from Georgia Highlands College will be visiting GC on October 7<sup>th</sup>.
13. **ANDALUSIA INSTITUTE** We are in the process of relaunching the search for the Director of the Andalusia Institute. Search Committee: Eric Tenbus (Chair), Monica Delisa, **Matthew Pangborn, Matt Davis.**
14. **CONFERENCES HOSTED BY GEORGIA COLLEGE IN 2020**
  - a. Georgia Collegiate Honors Council Annual Meeting, February 28-29.
  - b. 2020 Southeast Model African Union (SEMAU) Conference.
15. **INCLUSIVE EXCELLENCE SEARCH PRACTICES TRAINING** The Office of Inclusive Excellence (OIE) will offer an inclusive excellence and active diversity and inclusion search practices training on October 2 at 9:00 a.m. and October 3 at 2:00 p.m. The session is open to anyone who will serve on a search committee this fall or have an interest in serving on a search committee. The training will be held in the Ina Dillard Russell Library Conference Room 302. For more information, contact OIE at 445-4233.

**UNIVERSITY SENATOR PINS:** David Johnson distributed university senator pins to first-time members of the University Senate who were present at this meeting. Pin recipients were as follows:

1. Elected Faculty Senator Justin Adeyemi
2. Elected Faculty Senator Jeff Dowdy.

**Unfinished Business:** There were no items of unfinished business.

**NEW BUSINESS:** There was one item of new business.

1. **MOTION 1920.ECUS.001.O REVISED UNIVERSITY SENATE HANDBOOK FALL 2019** On behalf of the committee, David Johnson, ECUS Chair, presented the motion *To endorse the revisions to the University Senate Handbook 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. *US Handbook – Summary of Changes (2019-09-20).docx*

- ii. *US Handbook (2019-09-20) FINAL.docx*
- b. **CONTEXTUAL INFORMATION** David Johnson summarized the proposed changes.
  - i. Removed references to EAPC due to the March 2019 bylaws changes.
  - ii. Adjusted committee compositions and amended scopes to align with the March 2019 bylaws changes.
  - iii. Amended the Senate history to include the March 2019 bylaws changes.
- c. **DISCUSSION** There were no questions and there was no discussion.
- d. **SENATE ACTION** Further deliberation including a vote on motion 1920.ECUS.001.O was **POSTPONED** to the next university senate meeting to comply with the university senate handbook revision process that is quoted here. *Non-Editorial Revisions. Motions regarding non-editorial revisions of this handbook shall receive consideration at two consecutive regular meetings of the University Senate. At the first of these meetings, the motion shall receive a first reading wherein it is introduced by the Executive Committee (in compliance with item 2 above) and debated by the University Senate but may not be voted on. At the conclusion of this first reading, the motion must be postponed to the next regular meeting of the University Senate. At the second of these meetings, the motion shall receive a second reading wherein it shall receive disposition. Adoption of the motion shall occur with a two-thirds majority of those casting votes favoring adoption and upon approval of the University President.*

### **COMMITTEE REPORTS:**

1. **EXECUTIVE COMMITTEE OF UNIVERSITY SENATE** (ECUS) – David Johnson  
*Officers: Chair David Johnson, Vice-Chair Hauke Busch, Secretary Alex Blazer*
  - a. David Johnson encouraged committee chairs to provide highlights from their reports so senate members can inform their departments, and he also noted that the complete committee reports will be included in the minutes. At the end of his report highlights, he invited the University Senate meeting to go for drinks at Velvet Elvis with Alex Blazer and him.
  - b. **MEETING** ECUS met on 06 Sep 2019 from 2:00 p.m. to 3:15 p.m. The following topics were discussed.
    - i. **UNIVERSITY SENATE GOALS 2019-2020** Four senate goals were submitted to the Office of Academic Affairs:
      1. Continue to advise the university administration, review and recommend policy, and provide representatives to various university-wide committees, task forces, and search committees.
      2. Continue to review and assess the scope, size, and structure of university senate standing committees.
      3. Improve communication and connections to the greater campus community through transparency, building trust, and encouraging participation.
      4. Find opportunities to help promote campus safety and internet security.
    - ii. **UPCOMING SENATE GUEST SPEAKERS**
      1. Oct 18 – Jim Berger, CTL Director, on CTL services and events
      2. Nov 15 – Mark Pelton, Strategic Plan Steering Committee Chair, on the annual report
    - iii. **GOVERNANCE RETREAT** The new 2019 Governance Retreat venue was well within our budget, and we saved over \$300 on printing by distributing retreat materials electronically. The survey suggested that participants were overall pleased with the new format.
    - iv. **OFFICER ORIENTATION** The senate officer orientation was held on August 23, and orientation materials were distributed electronically.
    - v. **DR. CRAIG TURNER** Dr. Spirou reached out to Craig Turner to discuss possible interest in serving as a consultant for university senate. Although Dr. Turner would rather not be



involved with senate on a regular basis, he will make himself available for occasional consultations and projects, as needed, and the office of academic affairs has offered to financially compensate him for his work.

- vi. **PARLIAMENTARIAN** Dr. Ji Seun Sohn has agreed to serve as this year's senate parliamentarian.
- vii. **FACULTY SALARY STUDY** There was additional discussion on the status of the faculty salary study and the need to monitor the larger sizes of standing committees.

2. **SUBCOMMITTEE ON NOMINATIONS:** (SocN) – Hauke Busch

*Officers: Chair Hauke Busch, Secretary Alex Blazer, No Vice-Chair for this committee.*

a. **REPORT** There is one item of business to report.

- i. **SLATE OF NOMINATIONS** Since the 13 Aug 2019 University Senate meeting, a number of changes have been made to the slate of nominees that were submitted as a motion at the 20 Sep 2019 university senate meeting.

- 1. The new staff council senators serving on RPIP are Renee Mosley, Claire Garrett, and Kevin Blanch effective 21 Aug 2019.
- 2. The new staff council designee serving on SAPC is TBA.
- 3. Justin Adeyemi has replaced Brad Alban as elected faculty senator serving on FAPC effective 22 Aug 2019.
- 4. The new staff council senator serving on SAPC is Christopher Newsome effective 21 Aug 2019.
- 5. Jeffrey Dowdy has replaced Donna Bennett as elected faculty senator representing the Library on ECUS effective 12 Sep 2019.

3. **ACADEMIC POLICY COMMITTEE** (APC) – Christina Smith

*Officers: Chair Nicole DeClouette, Vice-Chair Christina Smith, Secretary Jessica Wallace*

a. **MEETING** As Chair Nicole DeClouette extended her regrets, Vice-Chair Christina Smith shared the committee report. APC met on 6 Sep 2019 from 2:00 to 3:15 p.m. The following topics were discussed.

- i. **FAIR USE** APC discussed Fair Use laws of online content. Jennifer Townes, Scholarly Communication Librarian, attended the meeting to share information about Fair Use laws as they concern GCSU, the USG system, the state of Georgia, and the federal government. Townes informed the committee that GCSU does not have a Fair Use policy per se. However, USG's policy states that all online courses should provide a copyright statement. Townes also provided APC members with a copy of the Fair Use Checklist. Townes said she is available to discuss Fair Use laws with any GCSU community member who wants to learn more.
- ii. **STUDENT BEHAVIOR POLICY** APC members also discussed student behavior policies.

b. **QUESTIONS?** A question from the floor was posed and answered; a comment from the floor was made; and Presiding Officer Johnson indicated follow up actions.

- i. Question: What are GCSU guidelines for Fair Use? Answer: Our university doesn't have guidelines but USG does have Fair Use Checklists and Fair Use notification. Fair Use laws have changed from percentages to a weighted system. Textbooks are not subject to Fair Use.
- ii. Comment: As a librarian, I know there are gray areas. The economic interest of the copyright holder must be weighed against educational interest, and there's a distinction between a password protected site and the open web.
- iii. Follow Up: Presiding Officer Johnson indicated that Dr. Jim Berger (Director for the Center for Teaching and Learning) and Jennifer Townes will collaborate and train faculty; and Dr. Berger will meet with Senate.

4. **FACULTY AFFAIRS POLICY COMMITTEE** (FAPC) – Linda Bradley

*Officers: Chair Matt Forrest, Vice-Chair Linda Bradley, Secretary Rob Sumowski*

- a. **MEETING** As Chair Matt Forrest extended his regrets, Vice-Chair Linda Bradley shared the committee report. FAPC met on 6 Sep 2019 from 2:00 to 3:15 p.m. The following topics were discussed.
  - i. **SRIS** FAPC heard from Dr. Jim Berger, the new director of GC's Center for Teaching and Learning. We discussed components of Student Rating of Instruction Surveys (SRIS) along with information from the spring 2019 administration. Dr. Berger shared potential resources and encouraged all faculty to reach out to CTL to support ongoing teaching effectiveness. We also met with David Smith regarding changes to the SRIS system that will begin in fall 2019. Campus Labs is the new company where IDEAS and our SRIS will be housed. There are overall many similarities with a few changes to the actual survey forms. There will be information coming soon regarding the selection of objectives for courses. In addition, we will all log into Campus Labs rather than PAWS for completion of SRIS related tasks. One new feature is a faculty instant feedback survey with 7 formative questions Faculty will have the opportunity to use this at any point during the semester to get immediate feedback on the course. This information is formative and stays with the requesting faculty member. There are some slight differences in the overall platform and format. Faculty and staff with additional questions can contact David Smith at [david.smith@gcsu.edu](mailto:david.smith@gcsu.edu).
5. **RESOURCES, PLANNING, AND INSTITUTIONAL POLICY COMMITTEE** (RPIPC) – Sabrina Hom  
*Officers: Chair Sabrina Hom, Vice-Chair Rodica Cazacu, Secretary Brad Fowler*
  - a. **MEETING** RPIPC met on 6 Sep 2019 from 2:00 to 3:15 p.m. The following topics were discussed.
  - b. **WELLNESS INITIATIVE** We discussed the Wellness Initiative with guest Kayla Brownlow from Human Resources and brainstormed about how to raise awareness and interest in these resources. HR offers up to a \$100 “well-being credit” for participation. In our conversation, it emerged that in the past many participants have not received the credit as far as they know, and it's been a turn-off. Director of Human Resources Carol Ward explains that the credit may show up months late and has not come with any notice. She suggests that folks go back through their pay stubs and look for an unexplained bump in take-home pay; if there isn't one, you can contact HR to get it sorted out. We pointed out that HR needs to find ways to make folks aware of the reward when it's paid and to find more tangible kinds of reward.
  - c. **25LIVE** We also checked in on the 25Live implementation and talked about some hiccups and questions that have come up. Some people were curious why there are events showing up for Spring when we are not allowed to make spring requests yet. It turns out these are recurring events that carried over from R25. We will be able to request spring events starting this Monday at 1pm.
  - d. **COMMITTEE COMPOSITION** CIO Susan Kerr will be replacing Cindy Bowen on the committee.
6. **STUDENT AFFAIRS POLICY COMMITTEE** (SAPC) – Angela Criscoe  
*Officers: Chair Angela Criscoe, Vice-Chair Monica Ketchie, Secretary Amelia Lord*
  - a. **MEETING** SAPC met on 6 Sep 2019 from 2:00 to 3:15 p.m. The following topics were discussed.
    - i. **STATEMENT OF NON-DISCRIMINATION:** We read the Georgia College Non-Discrimination statement aloud. SGA requested that the University look at including gender identification to the statement. There was an indication that Senate, as a body, may or may not have the authority to update the non-discrimination statement. Qiana Wilson will be attending a USG meeting with other USG legal council members and will question USG's progress on the standardized phrase.
      1. The interested reader will find the statement here: <https://www.gcsu.edu/non-discrimination>.
    - ii. **THE HUB:** We wanted to know how we could support their efforts (financial, promotion, etc.). Stacey Hurt-Milner (Director of the Cultural Center), Jennifer Graham (Director of

the Women's Center), and Melissa Gerrior (Program Coordinator of the Women's Center) shared how they were funded (state & grants). They mentioned the Bright House, a community center for sexual assault victims. Questions arose which has led to further discussions in upcoming meetings.

- iii. **OPEN DISCUSSION**: Committee Member Joanna Schwartz shared information regarding National College Health Assessment (NCHA) data as broken down by LGBTQ+ and POC status. The somewhat alarming, statistically significant results, indicated that as a campus we need to consider ways to be more inclusive. Since preeminent institutions like UGA and GeorgiaTech do more for their LGBT populations we discussed following some of those practices, we want to make sure that we have people of color and specialized counselors who understand that importance and can acquire resources for support at our counseling center.
  - iv. **SODEXO** Follow up: Improvements have been seen. Vegan options were available at events as well as at The Max. There is still a lack in transparency, more specifically in sharing information in surveys. Students would like to see co-op and local farm produce available on campus concession areas.
  - v. **BANNER NAME CHANGE** Dead names were still a problem a week before classes started, however, Melissa Gerrior and Joanna Schwartz worked with University Registrar Kay Anderson to get names changed in banner prior to classes started. Anderson sent an email to all faculty to please reprint class rosters.
- b. **QUESTIONS?** Presiding Officer Johnson made a comment.
- i. Comment: I won't editorialize a lot, but I was on SAPC when we talked about this. We shouldn't wait on USG. If we believe in it, we should vote on it and send it to President Dorman.

7. **STUDENT GOVERNMENT ASSOCIATION** (SGA) – Amelia Lord and Cameron Watts

*Officers: President Amelia Lord, Vice President Christina Cortes, Secretary Avery Perkins, Treasurer Megan Wimberly*

- a. **LIVE STREAM CAMERA** SGA is updating the live stream camera on the front quad. The old camera will be shipped to Andalusia Farm to become a Peacock Cam.
- b. **EQUAL JUSTICE INITIATIVE** Willie Dixon was lynched in Baldwin County 95 years ago today. He was likely hanged near campus. SGA will partner with the Office of Inclusive Excellence, the University Library, and, hopefully, the Department of History, to conduct research, present the research to Baldwin County, and then the Equal Justice Initiative as part of the Monument Placement Initiative.
  - i. The interested reader is directed to the EJI website: <https://eji.org/community-remembrance-project>

**ANNOUNCEMENTS/INFORMATION ITEMS:**

1. **ACTIVE THREAT RESPONSE** – Brett J. Stanelle, Director of Public Safety and Chief of Police

- a. There is a distinction between active shooter (firearms) vs active threat (bladed weapons, explosive devices, fire, vehicular attacks, and other weapons). Between 2000 and 2016, active shooters have become more commonplace (numbers per year), more dangerous (casualties), and more lethal (fatalities). 6.8/year happen at higher education campus; however, they can happen anywhere. Rapid deployment/rapid response: since Columbine, if LE got there quickly, then the harm stopped. Over time, active shooters are more and more prevalent, with more casualties, and more fatalities. Also, there are increased numbers of suicides via guns, and more shooters are engaging citizens as opposed to LE. More shooters are apprehended. Campuses don't exist in bubbles. Public Safety offers Active Threat workshop. The workshop takes an hour and is comprised of a

presentation, and activity, and 30 minutes of Q&A. The workshop's objectives include: 1) Define active shooter/threat, 2) response options, 3) break down LE myths.

- b. **FOLLOW UP** Presiding Officer Johnson stated that Senate will work with Public Safety to advertise the workshop.

2. **CAMPUS CLIMATE SURVEY AND UPDATES FROM THE OFFICE OF INCLUSIVE EXCELLENCE** – Veronica Womack, Chief Diversity Officer

- a. **DIVERSITY LEADERSHIP TEAMS** Encourage participation in your Diversity Leadership Teams
- b. **ADMISSIONS** GC Early College initiative (GC Focus for Early College and Middle Georgia Effort) November 6<sup>th</sup>, Spring date TBD.
- c. **CAMPUS CLIMATE SURVEY** September 30 – October 11, 2019
  - i. An email will be sent from the Center for Research with a reply-to-email listed as [research@westga.edu](mailto:research@westga.edu) on September 30. This communication will be from The Survey Research Center at the University of West Georgia and will contain the link to the survey.
  - ii. The Survey Research Center at the University of West Georgia will administer the survey at the request of the Office of Inclusive Excellence. The survey will open **Monday, September 30 at 9:00 a.m.** You will have until **Friday, October 11 at 5:00 p.m.** to complete the survey.
  - iii. It should only take 15-20 minutes or so to complete and your responses will be kept confidential.
  - iv. You can take the survey by personal computer or by cell phone.
  - v. The Survey Research Center will assess the data to write a University climate survey report which will be delivered by March 1, 2020.
  - vi. The information gathered will be very important in gauging our campus climate and assisting with determining our next steps toward inclusive excellence.
  - vii. 18 years or older participants. The survey is voluntary and information will be kept confidential.
  - viii. It is our hope that this report can provide needed information on the experiences and perceptions of our institutional climate. We can then use this information to make needed changes.
  - ix. The link to the survey will be sent on Monday, September 30, 2019 with a reminder of the due date of October 11.
  - x. You may find additional information about the survey using your Unify account. The information about the Campus Climate survey is listed under Campus Resources located within the Internal Sites section with the heading "Campus Climate Survey."

d. **OIE UPCOMING TRAINING OPPORTUNITIES**

- i. Diversity Peer Educator Program
  - 1. Geographical Perspectives Urban v. Rural, October 2, 5:30 p.m., MSU Lounge
  - 2. Religious and Spiritual Diversity in the Bible Belt, October 29, 5:30 p.m., MSU Lounge
- ii. OIE Training in partnership with OHR
  - 1. Workplace Bullying, October 24, 12:30 p.m., Museum Education Room (location change)
- iii. EEO Training
  - 1. Regional Trainer, October 22, 12:30 p.m. MSU Lounge
- iv. GCPE Workshops for Faculty

- e. **USG DIVERSITY SUMMIT** October 25, 2019, Macon State

3. **UNIVERSITY CURRICULUM COMMITTEE (UCC) UPDATE** – Lyndall Muschell, UCC Chair

Chair Muschell had to leave the meeting early and Presiding Officer Johnson projected the committee report on the big screen.

**a. ACTION ITEMS:**

- i. Modify Existing Major – Mass Communications – Department of Communications- Students must take a writing course and must select an area. They would take the writing course at the same time of the research course. New course- MSCM 3318 has already been approved – **Approved**
- ii. New Certificate – Documentary Studies – Department of Communications- - For certificate, the course is embedded with the degree – **Approved**
- iii. New Concentration – Global Studies – Department of Philosophy, Religion, and Liberal Studies- To replace Third World Studies. Courses already exist; Rearranging courses – **Approved**
- iv. Deactivate Concentration – Third World Studies – Department of Philosophy, Religion, and Liberal Studies-Replacing this with Global Studies concentration – **Approved**

**b. INFORMATION ITEMS:**

**i. College of Arts and Sciences**

**1. New Courses:**

- a. PSYC 3940 GC Nudge Unit
- b. MSCM 3355 GC History of Documentary
- c. RHET 3355 Documentary Studies, Research Methods, and Ethics
- d. MSCM 4406 Documentary Seminar
- e. MSCM 3318 Writing for Digital Media
- f. PSYC 2450 Sensation and Perception

**2. Modify Existing Courses**

- a. Modification of Existing Courses – MSCM 3300, 3301 3320, 3323, 3326, 3341, 3343, 3345, 3346, 3350, 3351, 3353, 3355, 3356, 3357, 3360, 3361, 3362, 3363, 3364, 3366, 3367, 3368, 3371, 3372, 3373, 3374, 3375, 3376, 3378, 3379, 4410 – Change prerequisites for all courses to MSCM 3306 and MSCM 3318 or MSCM 3352 or MSCM 3365 with a grade of C or better
- b. Modification of Existing Course – MSCM 3365 – Change in prerequisites to MSCM 2201 and MSCM 2205 and MATH 2600 with grades of C or better; Co-requisite MSCM 3306
- c. Modification of Existing Course – MSCM 3352 – Change in prerequisites to MSCM 2201 and MSCM 2205 and MATH 2600 with grades of C or better; Co-requisite MSCM 3306
- d. Modification of Existing Course – MSCM 3306 – Change in prerequisites to MSCM 2201 and MSCM 2205 and MATH 2600 with grades of C or better; Co-requisite MSCM 3318 or MSCM 3352 or MSCM 3365
- e. Modification of Existing Course – MSCM 2930 – Change in prerequisites to status as a Mass Communication major
- f. Modification of Existing Course – MSCM 4503 – Change in prerequisites to MSCM 3306 and MSCM 3365 with grades of C or better and 3 additional MSCM skills courses
- g. Modification of Existing Course – MSCM 4502 – Change in prerequisites to MSCM 3306 and MSCM 3318 with grades of C or better and 3 additional MSCM skills courses
- h. Modification of Existing Course – MSCM 4501 – Change in prerequisites to MSCM 3306 and MSCM 3352 with grades of C or better and 3 additional MSCM skills courses

- ii. **College of Health Sciences**
  - 1. **Modify Existing Course**
    - a. KINS 3303 – Remove PSYC 2103 and 2102 from prerequisites
- iii. **College of Education**
  - 1. **New Course**
    - a. EDMG Conceptual Dimensions of Science
- c. **GRADUATE COUNCIL**
  - i. **Action Items:**
    - 1. Deactivation the MA in Art Therapy – **Approved**
    - 2. Criteria and Process for Membership to the Graduate Faculty – Reviewed. Minor edits were made. – **Approved**
- d. **UNIVERSITY CURRICULUM COMMITTEE MEMBERSHIP:**
  - i. Term ending in 2020: Isaac Ramsey (CoAS), Hasitha Mahabaduge (CoAS), Lyndall Muschell (CoE), Mike Martino (CoHS), Min Kim (University Senate)
  - ii. Term ending in 2021: David de Posada (CoAS), Angel Abney (CoAS), Sally Humphries (CoB), Krystal Canady (CoHS), Jolene Cole (Library)
  - iii. Term ending in 2022: Jamie Downing (CoAS), Mark Causey (CoAS), Bob Duesing (CoB), Barbara Roquemore (CoE)
  - iv. Ex-Officio: Sandy Gangstead (Interim Associate Provost), Kay Anderson (Registrar), Cara Smith (SACSCOC liaison), Shannon Gardner (Academic Affairs Administrative Assistant)

**OPEN DISCUSSION:** David Johnson invited open discussion from the floor. There was none.

**ADJOURN:**

- 1. **ATTENDANCE AND THE SIGN-IN SHEET** David Johnson 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** A motion to adjourn was made, seconded, and approved. The meeting was adjourned at 4:44 p.m.

**SUPPORTING DOCUMENTS**

- 1. There are no supporting documents for these minutes.