

**2020-2021 University Senate  
Minutes for the 26 Mar 2021 Meeting**

*University Senate Officers: Presiding Officer Hauke Busch, Presiding Officer Elect Catherine Fowler, Secretary Alex Blazer*

- PRESENT (38)** Abraham Abebe, Justin Adeyemi, Susan Allen, Kevin Blanch, Alex Blazer, Linda Bradley, Hauke Busch, Krystal Canady, Rodica Cazacu, Laura Childs, Benjamin Clark, Steve Dorman, Hank Edmondson, Brad Fowler, Catherine Fowler, Gail Godwin, Nathan Graham, Maxwell Harley, Sabrina Hom, David Johnson, Julian Knox, Leng Ling, Catrena Lisse, Karl Manrodt, Christine Mutiti, Amy Pinney, Gennady Rudkevich, James Schiffman, Liz Speelman, Costas Spirou, Susan Steele, Mariana Stoyanova, Katie Stumpf, John Swinton, Ashley Taylor, Jennifer Townes, Jessica Wallace, Diana Young
- REGRETS (4)** Robert Blumenthal, Lyndall Muschell, Rob Sumowski, Jiaqin Yang
- ABSENT (7)** Jamie Addy, Jolene Cole, Paulette Cross, John Jackson, Bryan Marshall, Stacey Milner, Jessica Swain
- GUESTS (9)**

<b>Name</b>	<b>Role on University Senate or Position at the University</b>
A. Kay Anderson	Assistant Vice President for Enrollment Management and University Registrar
Shawn Brooks	Vice President for Student Life
Shea Council	Administrative Assistant of the 2020-2021 University Senate
Carolyn Denard	Associate Vice President for Inclusive Excellence and Chief Diversity Officer
Lee Fruitticher	Associate Vice President for Finance & Administration
Susan Kerr	Chief Information Officer
Omar Odeh	Associate Vice President for Strategic Communications
Monica Starley	Special Assistant to the President
Carol Ward	Chief Human Resources Officer

**CALL TO ORDER:** Hauke Busch, Presiding Officer of the 2020-2021 University Senate, called the meeting to order at 3:30 p.m.

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

1. **AGENDA/MINUTES**
  - a. University Senate Meeting Agenda (03/26/2021)
  - b. University Senate Meeting Minutes (02/26/2021)

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

**PRESIDENT’S REPORT — PRESIDENT STEVE DORMAN**

1. **COVID-19 VACCINE CLINIC UPDATE** On Thursday, March 18<sup>th</sup>, Georgia College held its first COVID vaccination clinic. We received 200 doses of the Moderna vaccine and were able to provide vaccines for 194 faculty, staff and students. The clinic was held in the Wellness and Recreation Center on West Campus from 9:00 A.M. – 3:00 P.M. These individuals are scheduled to receive their second dose in mid-April. We received an additional 200 vaccines this week and held a second, successful clinic on Thursday, March 25.
2. **COMMENCEMENT CEREMONIES**
  - a. We will recognize the Class of 2020 with special on-campus commencement ceremonies in April. After carefully reviewing our circumstances, facilities, and public health

recommendations, I am happy to announce that we will hold a series of small commencement ceremonies for the Class of 2020 between April 23 – 25, 2021. Additional information about these ceremonies can be found at: <https://www.gcsu.edu/registrar/commencement-experience-2020>.

- b. For the May/August Class of 2021, a series of small commencement ceremonies will take place between May 6 – 9, 2021, and May 13 – 16, 2021. Additional information about these ceremonies can be found at: <https://www.gcsu.edu/registrar/graduate-commencement-experience-2021> and at <https://www.gcsu.edu/registrar/undergraduate-commencement-experience-2021>.
- c. These ceremonies have been tailored to include the most symbolic parts of commencement while also taking steps to protect the health and safety of our graduates, guests, and staff. Participation will be limited to thirty students at each ceremony, and each graduate will be allowed to bring four guests. There will be no audience or faculty participation, and only a small number of staff will be on hand to manage the event. I am delighted that we are able to honor the achievements of these graduates and would like to thank all of those on campus for their support and dedication to our students. We hope past and present graduates will take advantage of these ceremonies. We are very excited to be able to offer these **48** ceremonies to our students! I would also encourage all departments across campus to consider hosting small, socially distanced events for their graduates.

### 3. **LEGAL AFFAIRS UPDATE**

- a. I am pleased to announce that Mr. Brett Montroy has been selected to serve as Georgia College's next General Counsel. Mr. Montroy will assume his new role on Monday, April 19, 2021. Mr. Montroy has experience in higher education legal affairs and compliance. He currently works at Augusta University where he has served as an Associate Legal Advisor since 2013. Prior to working at Augusta University, Mr. Montroy served as a litigation associate for an Atlanta law firm. Prior to that, he completed a clerkship for a federal judge in Georgia. Mr. Montroy's depth of experience and his knowledge of higher education will serve Georgia College well. Mr. Montroy earned his undergraduate degree in business administration from the University of Georgia. He later completed his Juris Doctorate from Georgia State University, graduating in the top 10 percent in his class.
- b. I would like to thank the search committee for bringing an outstanding pool of candidates, along with the entire campus community for the many thoughtful reflections on each of the candidates. Please join me in welcoming Mr. Montroy to Georgia College.

4. **HOMECOMING** A committee of students and staff began meeting in December to develop a Homecoming that conforms to COVID protocols. A full week of events will begin Monday, April 19, including an ongoing philanthropy, drive-in movie, socially-distant outdoor concert, 5K race, and several other small, outdoor events. This year's theme is "Diners, Drive-ins, and Diamonds" as the week culminates with a baseball double-header on Saturday, April 24.

### 5. **SAVE THE DATE**

- a. *Homecoming Week*  
April 19 – 24, 2021
- b. *Commencement Ceremonies for Class of 2020*  
April 23-25, 2021  
Centennial Center
- c. *Celebration of Excellence Week*  
April 26 – 30, 2021  
Virtual Events

- d. *Commencement Ceremonies for Class of 2021*  
May 6 – 9, 2021  
May 13 – 16, 2021  
Centennial Center

**PROVOST’S REPORT — PROVOST COSTAS SPIROU**

**1. FACULTY RESEARCH GRANT RECIPIENTS (SECOND ROUND)- TOTAL OF \$25,665**

- a. Daniel Burt, Department of Biological and Environmental Sciences  
*Increasing the Use of Poultry Litter in Georgia: Isolation and Characterization of Poultry Litter Urease-Producing Bacteria for Construction Remediation/Detection and Survival of Fusarium Species in Georgia's Agricultural Soils.* Amount: \$4,900.00
- b. Angela Criscoe, Department of Communication  
*Soundscapes, Audio Dramas, and Foley, Oh My! From Concept to Distribution.* Amount: \$2,098.00
- c. Mehrnaz Khalaj Hedayati, Department of Management, Marketing, and Logistics  
*The Role of Digitization in Knowledge Creation: A Case of Hospice Industry.* Amount: \$4,925.00
- d. Jinkyung Park, School of Health and Human Performance  
*Effects of Different Time-Restricted Eating Schedules with Exercise on the Body Composition in Overweight Adults.* Amount: \$4,997.00
- e. Damian Francis, School of Health and Human Performance  
*Assessing blight and community assets in rural underserved communities in Georgia.* Amount: \$4,745.00

**2. INCLUSIVE EXCELLENCE FACULTY RESEARCH GRANT**

- a. Emmanuel Little, John H. Lounsbury College of Education  
*Examining Anti-Racist and Social Justice Education Through a Collaborative Book Club Experience.* Amount: \$4,000.00

**3. GOVERNOR’S TEACHING FELLOWS PROGRAM**

- a. Joanna Schwartz, Professor of Marketing
- b. Ernest Kaninjing, Assistant Professor of Public Health

**4. COMMENCEMENT CEREMONIES FOR THE CLASS OF 2020**

- a. A series of small commencement ceremonies between April 23 – 25, 2021.

**5. COMMENCEMENT CEREMONIES FOR THE MAY/AUGUST CLASS OF 2021**

- a. A series of small commencement ceremonies between May 6 – 9, 2021, and May 13 – 16, 2021.
- b. All 2020 graduates and May/August 2021 candidates were invited to participate.

**6. MOMENTUM SUMMIT IV (FEBRUARY 22-MARCH 5, 2021)**

- a. Part of Complete College Georgia focusing on student success.
- b. The GC focus will be placed on (reorganizing the First Year Seminar and promoting the Promise Scholarship).

**7. USG ACADEMIC PROGRAM AUTHORIZATION AND REVIEW**

- a. The seven-year review cycle will likely require the inclusion of labor market data (focusing on the state) and occupational data of graduates, etc...
- b. For more information, please see Critical Components of New Program Submission-February 2021 *Provost Report*.

**8. SEARCH COMMITTEE, DIRECTOR OF OFFICE OF GRANTS AND SPONSORED PROJECTS The Search Committee for the Director of the Office of Grants and Sponsored Projects is assembled. Dr. Shaundra Walker, Director, Ina Dillard Russell Library will serve as committee chair.**

9. **HELEN LEWIS SYMPOSIUM (MARCH 3)** A very successful event recognizing the work of GC graduate Helen Lewis. Over 100 participants across the country attended. The event was sponsored by the Rural Studies Institute.
10. **PROVOST LECTURE SERIES (MARCH 18)** Professor Mab Segrest, former Visiting Newell Scholar at Georgia College delivered the Inaugural Lecture of the Provost Diversity Lecture Series in collaboration with the Office of Inclusive Excellence. Professor Segrest shared her research on the history of Central State Hospital.
11. **UPCOMING CENTER FOR TEACHING AND LEARNING OFFERINGS**
- a. Open Educational Resources: Affordable Learning Georgia - March 30, 2 pm
  - b. Developing Student Critical Thinking Through Higher-order Questioning - April 1, noon
  - c. Responding to Your Audience: How to Improve Your SoTL and Grant Writing - April 7, 3 pm
  - d. So Many Options - What Video Conferencing Platform Do I Choose? - Track: Digital Teaching Toolkit - Apr 14, noon
  - e. Tips for Using GeorgiaVIEW for Online Learning: Reshaping Your Course for the Summer - April 20, 2 pm
  - f. Laying the Foundation for a Successful Summer Course – April 29, noon
12. **BS IN DATA SCIENCE** The Department of Mathematics (COAS) worked with the Department of Information Systems & Computer Information Systems (COB) on the development of a Data Science degree proposal. This program provides essential knowledge in statistics, mathematics, and computer science building a solid foundation so graduates can apply their expertise, including skills in programming, algorithms, data mining, and machine learning, to interpret data providing meaningful information for industry and/or research. The rigorous training in this program prepares graduates to be data scientists in for-profit, non-profit, and government organizations. Graduates will be prepared for graduate studies in data science or computer science as well. The proposal was approved by the university curriculum review process.
13. **COLLEGE OF EDUCATION NATIONAL DISTINCTIONS** *Study.com* has published its 2021 rankings in Education:
- a. #11 - Best Bachelor's in Special Education Degree Programs
  - b. #33 - Best Bachelor's Degrees in Early Childhood Education
14. **COLLEGE OF ARTS AND SCIENCES NATIONAL DISTINCTIONS** *Intelligent.com* has published its 2021 rankings
- a. #9 – Best Masters in Criminal Justice
15. **COLLEGE OF ARTS AND SCIENCES**
- a. COAS is finishing up its Strategic Compass planning effort.
  - b. COAS is developing professional writing and digital humanities initiatives.
  - c. The new Dr. and Mrs. Barry Darugar Distinguished Visiting Scholar began in spring 2021 with the virtual residency of Dr. Carolyn Forché of Georgetown University.
16. **SANDRA DUNAGAN DEAL CENTER FOR EARLY LANGUAGE AND LITERACY**
- a. 2020-21 Research Grant Initiative for Early Language and Literacy Practices Awardees
    - i. Emory University School of Nursing and GA DPH; Dr. Susan Brasher and Kim Ross; *Impacting early language development through Talk with me Baby for nurses and allied health professionals: Exploring curriculum delivery modalities for universal access*; \$50,000.00
    - ii. Georgia State University; Dr. Chenyi Zhang; *Supporting early childhood teachers' literacy instruction during COVID-19 pandemic: A trauma-informed professional learning approach*; \$50,000.00

iii. Georgia Southern University; Dr. Sally Brown; *An inclusive and responsive approach to decoding print with young learners in hybrid and virtual learning environments*; \$50,000.00

b. Deal Center Virtual Learning Series for Early Language and Literacy 2020-2021 - An In-Depth Look at Reading Foundations

c. 2021 Collective Impact Grant Initiative: Bringing *The Basics* to Communities in Georgia

17. **INTERNATIONAL EDUCATION CENTER** As reported to the Senate in October, the Border-Free GC initiative of the International Education Center is an innovative framework for internationalization designed from the start with accessibility and inclusion as a priority. Leveraging the online environment to extend international opportunities to more – to all – students, faculty, and staff, “border” is understood here not only in the traditional sense of a boundary separating geographical entities, but also in the sense of a barrier to be surpassed or, ideally, *eliminated*.

a. Following several successful pilot projects this year with partner institutions abroad, and presentations by International AVP Dr. James Callaghan to the Extended Deans Council, the Presidents’ Council, and (yesterday) the Chairs Council, the initiative is picking up speed rapidly.

b. International is currently extending participation invitations to additional partners on five continents and is planning a global Border-Free incubator to assist partners and GC faculty in making connections, brainstorming possibilities, and bringing projects to an actionable state.

c. For further information contact the International Educational Center or visit “Study Anywhere” on their website.

## 18. **THE GRADUATE SCHOOL**

a. Graduate student enrollment was strong for fall 2020 and surpassed fall 2019 and fall 2018. Data from the Office of the Registrar showed a fall headcount of **1,268** an **6.82% increase** above fall 2019 enrollment and **22.9%** above fall 2018.

b. After the university’s unexpected pause due to the pandemic in March 2020, the following activities, with the exception of the Outstanding Graduate Assistant Awards program, resumed for spring 2021 (virtually):

i. Fourth Graduate Research Poster Exhibit & Competition (There are 20 graduate students participating. Program areas are athletic training, biology, HHP, music education, and nursing.)

ii. Outstanding Graduate Assistant Awards

iii. Graduate Research Grants. We did not have any applicants for the fall cycle. One application is pending receipt for the spring 2021 cycle.

iv. Graduate & Professional Student Appreciation Week, April 5 – 8, 2021. The Graduate School celebrates the contributions of graduate students to the mission of the Georgia College and The Graduate School by raising awareness of their efforts in teaching, research, and service to the campus, April 5 – 8, 2021. The appreciation week consists of events specific for graduate students. The list of events may be found on The Graduate School Events web page.

c. Graduate Admissions hosted virtual recruitment events fall and spring terms to attract new students. The use of online platforms (Zoom and WebEx) for recruitment was a first for The Graduate School/Graduate Admissions.

d. The Graduate School granted 35 supplemental Graduate Assistantship awards to administrative departments across campus for the 2021-2022 academic year.

e. The Graduate School and the Office of Inclusive Excellence look to establish a Graduate Student Association, fall 2021. This initiative is in progress.

## **19. UNIVERSITY LEARNING CENTER**

- a. Faculty Supplemental Instructor (SI) requests for Fall '21: 77 sections requested support, the University Learning Center will support 71 of the sections with 48 – 50 SI Leaders.
- b. Supplemental Instruction Leader 'matches' are 90% confirmed for fall semester.
- c. The LC is currently interviewing applicants for fall semester tutor positions.
- d. Learning Center Pilot project: Basic Excel Bootcamp; testing with 2 courses this spring with goals of enlarging our reach in the fall and offering the Excel Bootcamp to several other interested courses.

**20. UNIVERSITY LIBRARY** The University Library is currently exploring options to extend the closing times during the Final Exam period.

## **COMMITTEE REPORTS**

### **1. EXECUTIVE COMMITTEE OF UNIVERSITY SENATE (ECUS) — HAUKE BUSCH, CHAIR**

- a. **UNIVERSITY SENATE BUDGET** No spending is anticipated for the university budget at the present time.
- b. **UNIVERSITY SENATE RECOGNITIONS** Certificates are in the process of being distributed.
- c. **STANDING COMMITTEE ANNUAL REPORTS** The Standing Committees Annual Reports due date has been set to 22 April 2021. The template for the annual reports has been reviewed and agree upon.
- d. **STANDING COMMITTEE ORGANIZATIONAL MEETINGS** A suggestion has been made that the 2021-2022 committee chair election should take place during the Senate organizational meeting. This would help with addressing any senate business that might arise during the summer.
- e. **PRESIDENTIAL SEARCH COMMITTEE** Chancellor Wrigley requested nominees for the University Presidential Search Committee. Several individuals were identified during the meeting.

### **2. SUBCOMMITTEE ON NOMINATIONS (SCON) — CATHERINE FOWLER, CHAIR**

- a. **2021-2022 SLATE OF NOMINEES** A candidate for Presiding Officer Elect- 2021-2022- candidate identified. The composition of standing committees with senators and volunteers is in process and nearly complete.
- b. **2021-2022 STANDING COMMITTEE ORGANIZATIONAL MEETINGS** Standing committees will hold officer elections during the University Senate Organizational Meeting, 3:30 PM, Friday, April 23.
- c. **2021-2022 PARLIAMENTARIAN** A volunteer is needed.
- d. **2021-2022 UNIVERSITY COMMITTEES** The selection of University Senate representatives on university committees, including the new IT governance committees, is in process and nearly complete.
- e. **GOVERNANCE RETREAT** The retreat will take place Monday, August 9, 2021 at the Club at Lake Sinclair. Date and location are set but flexible in view of the pandemic.
- f. **COVID VACCINE** GC current allotment and appointments are filled. Check for appointments outside GC at <https://covidsafega.org> and <https://nh.acombina.com/patientexpressvaccine/>. Atrium (Navicent) has four sites: two in Macon, one in Milledgeville, and one in Byron. The appointments are available for April 2-3.

### **3. ACADEMIC POLICY COMMITTEE (APC) — JOHN SWINTON, CHAIR**

- a. **PASS/FAIL POLICY** APC discussed the possibility of a pass/fail policy for GCSU. We have a draft of a policy based on the policy at UGA. We have a few modifications of UGA's policy to make it appropriate for GCSU. We will pass our proposal onto SAPC and SGA for feedback. If the feedback is positive, we will propose it as a policy.
- b. **SUMMER COURSES** APC started a discussion of how some programs are using summer session. We heard of a potentially troubling situation in which a program or programs offers

some courses exclusively during the summer. We are looking for more information before moving forward.

- c. **QUESTIONS** When chair Swinton invited questions, one question and one comment were forthcoming
  - i. Question: Did we consider the HOPE implications for the Pass/Fail policy? Answer: Since pass/fail courses are not included in the GPA, we believe the policy will not have HOPE implications. The total number of credit hours might because HOPE is calculated by hours attempted, not completed. There might be implications if the student fails the course. Although this is a potential gray area, the system has a policy.
  - ii. Comment: We should check the background on this policy with UGA and the USG.

4. **FACULTY AFFAIRS POLICY COMMITTEE (FAPC) — HANK EDMONDSON, CHAIR**

- a. **STUDENT RATING OF INSTRUCTION SURVEY** We continue our discussion of the course evaluation system and welcome input from faculty.

5. **RESOURCES, PLANNING, AND INSTITUTIONAL POLICY COMMITTEE (RPIPC) — RODICA CAZACU, CHAIR**

- a. **NO MEETING** The committee did not meet on Friday, March 5.
- b. **EMAIL DISCUSSION** We started a conversation by email based on several questions and concerns we received from Susan Steele. Here is a summary of our discussion.

- i. **COVID-19**

1. The web page that provides COVID information for employees appears to be unchanged since August and we don't know if the information still applies. To find out what the current status is regarding the timeliness of these pages: Georgia College Returns (<https://www.gcsu.edu/georgia-college-returns>) we will contact and invite University Communication to our next meeting to obtain more details
2. Can we assume that we are still in Stage III of the return to campus? Should we anticipate a Stage IV? Susan Allen clarified what Stage III means and that next level is normal operation.
3. I still see students who are waiting for the instructor to unlock a classroom who are neither social distancing nor wearing masks properly. Who is responsible for enforcing these mandates? We believe that this should be re-directed to SAPC so that Student Life has the information to address the student population accordingly.
4. The online materials reference frequently that employees will be provided cleaning supplies for their offices. What should be done in terms of ensuring the offices are properly clean and the carpet is vacuumed? Vacuuming is routine in all building services areas but for special cleaning beyond the routine we should contact Building Services Director, Sylvia White, or submit a work order through Plant.

- ii. **LEGAL REVIEW OF POLICY**

1. A question regarding legal review of policy from Susan Steele was brought to ECUS and Provost Spirou offered to discuss it with Dr. Steele, who was informed about this.

6. **STUDENT AFFAIRS POLICY COMMITTEE (SAPC) — DIANA YOUNG, VICE-CHAIR FOR JAMIE ADDY, CHAIR**

- a. **EARLY COLLEGE** Our invited guest speaker (Dr. Runee Sallad, Director of GC Early College) wasn't able to attend.

7. **STUDENT GOVERNMENT ASSOCIATION (SGA) — NATHAN GRAHAM, PRESIDENT**

- a. **RESOLUTIONS** The SGA Senate has been hard at work passing resolutions concerning different areas of campus. The first resolution passed last Friday included a statement of condemnation of hate against the AAPI community. We have condemned hate in our own backyard and will continue to work against those who see hate as appropriate conduct. The second resolution was to allow the slow opening of community rooms within the dorms so that students have a place to study within their residence halls. I would like to thank Dr. Dorman, Dr. Brooks, and Dr. Spirou for working with us on this along with opening the library for extended hours during finals. Today, the SGA Senate passed two resolutions. The first one calling for the adoption of cameras within the dorm room hallways. We believe that our campus should be a safe place for students to live and the addition of these cameras will provide that. More discussion will be had on the subject. The last resolution passed today is in support of the Pass/Fail system for students who would like to take classes outside of their major. This will allow students the incentive of exploring different topics and push the liberal arts mission.
- b. **CLOTHING, FOOD, AND GLASS DRIVE** On April 12-16<sup>th</sup>, there will be a clothing, food, and glass drive held on campus in collaboration with Greek Week. However, any and all are asked to donate whatever they can. Glass bins are also available around campus for year-round collection.

## ANNOUNCEMENTS/INFORMATION ITEMS

1. **UNIVERSITY CURRICULUM COMMITTEE (UCC) UPDATE — LYNDALE MUSCHELL, CHAIR**
  - a. **UNIVERSITY CURRICULUM COMMITTEE**
    - i. **College of Arts & Sciences**
      1. **Action Items**
        - a. New Degree Program – B.S. in Data Science – Unanimous Approval
      2. **Information Items**
        - a. **New Course Proposals**
          - i. HIST 4745 Women in Chinese History
        - b. **Modification of Existing Courses**
          - i. POLS 4920 Senior Seminar – Change to grade of C in pre-requisite (POLS 4000)
          - ii. POLS 3000 Research Design - Change to grade of C in pre-requisite (POLS 2101)
          - iii. POLS 4000 Systemic Analysis - Change to grade of C in pre-requisite (POLS 3000)
          - iv. POLS 4111 Political Theory II – Change course title to Modern Political Theory
          - v. POLS 4110 Political Theory I – Change course title to Ancient and Medieval Political Theory
          - vi. MATH 4680 Introduction to Graph Theory – Change in catalog description
    - ii. **College of Business**
      1. **Information Items**
        - a. **New Course Proposals**
          - i. MKTG 3174 Fashion Merchandizing & Marketing
          - ii. MKTG 3176 LBGQTQ+ Marketing
        - b. **Modification of Existing Course**
          - i. MKTG 4198 Strategic Marketing – Change course title to Capstone: Strategic Marketing



- ii. MKTG 3180 International Marketing Environment – Change in catalog description; change in pre-requisite – remove courses and change to Junior Standing
- iii. MKTG 3155 Organizational Behavior – Change in catalog description
- iv. MKTG 3163 Principles of Logistics in Business – Delete course
- v. MKTG 3165 Transportation – Delete course
- vi. MKTG 4198 Strategic Marketing – Change course title to Strategic Marketing

iii. **College of Health Sciences**

1. **Information Items**

a. **New Course Proposals**

- i. NRS 4785 Exploration of Nursing Specialty Practice

b. **GRADUATE COUNCIL**

- i. Next meeting is scheduled for April 2, 2021.

c. **GENERAL EDUCATION COMMITTEE**

- i. No meeting was held.

**ADJOURN**

- 1. **ATTENDANCE AND THE SIGN-IN SHEET** Alex Blazer marked the attendance of those who joined the online video conference.
- 2. **MOTION TO ADJOURN** A motion to adjourn was made, seconded, and approved. The meeting was adjourned at 4:10 p.m.

**SUPPORTING DOCUMENTS**

- 1. There are no supporting documents.