

## University Senate RPIPC Committee Annual Report

### Committee Name: Resources, Planning, and Institutional Policy Committee (RPIPC)

#### Academic Year: 2014-2015

#### Committee Scope:

V.Section2.C.5.b. The Resources, Planning, and Institutional Policy Committee shall be concerned with policy relating to non-instructional personnel (including administrative personnel) and institutional budget and planning functions, which includes, but is not limited to, policies relating to recruitment, hiring, evaluation, welfare and development as well as compliance with local, state, and federal guidelines (e.g. affirmative action, ADA, homeland security), and institutional support functions of the university (e.g. technology, parking). In addition, this committee shall review and provide advice on master planning, strategic planning, and budgeting processes and provides advice, as appropriate, on other procedural matters that affect the general welfare of the institution and its employees.

#### Committee Membership:

V.Section2.C.5.a. The Resources, Planning, and Institutional Policy Committee shall have thirteen (13) members distributed as follows: six (6) members selected from the Corps of Instruction faculty, at least four (4) of whom are elected faculty senators, three (3) members who are selected staff senators, one (1) member who is the Chief Business Officer or an individual appointed by the Chief Business Officer to serve as her/his designee in compliance with V.Section2.C, one (1) member who is a staff member appointed by a process determined by Staff Council, one (1) member who is a student appointed by a process determined by the Student Government Association, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

#### Committee Calendar:

##### Regularly scheduled meetings of ECUS

Date	Location	Time	Minutes Link
8/22/14	n/a	2:00 pm	No meeting was held
10/3/14	Atkinson Hall, Room 104	2:00 pm	<a href="#">October 3, 2014 Minutes</a>
11/14/14	Atkinson Hall, Room 104	2:00 pm	<a href="#">November 14, 2014 Minutes</a>
1/23/15	Atkinson Hall, Room 104	2:00 pm	<a href="#">January 23, 2015 Minutes</a>
2/27/15	Atkinson Hall, Room 104	2:00 pm	<a href="#">February 27, 2015 Minutes</a>
4/3/15	n/a		No meeting was held

#### Executive Summary:

Recurring Activities of RPIPC	RPIPC Accomplishments	Tasks Requiring Follow-up
<ul style="list-style-type: none"> <li>Held organizational meeting to elect committee officers in Spring 2014</li> <li>Established Committee Operating Procedures and Voting Procedures</li> <li>Established numbers required for voting quorum.</li> </ul>	<ul style="list-style-type: none"> <li>Met with office OIED and endorsed the Diversity Action Plan for 2014-15 as well as approved a motion to be brought before University Senate.</li> <li>Smoking policy was approved based on language provided by the University System of Georgia. Motion made to</li> </ul>	<ul style="list-style-type: none"> <li>Establishment of club for current and emeritus members of faculty.</li> <li>Printed directory of faculty and staff</li> <li>Review of common meeting times for inclusion of students to attend University Senate Committee and General Meetings.</li> </ul>

Recurring Activities of RPIPC	RPIPC Accomplishments	Tasks Requiring Follow-up
	<p>bring the policy to University Senate for approval.</p> <ul style="list-style-type: none"> <li>• Coordinated with Daniel Simpson, Professional Development &amp; Training Specialist for GC&amp;SU, to help provide faculty support for staff training needs.</li> <li>• Worked through ECUS and President’s office to establish a Faculty Listsev.</li> <li>• Reviewed the use of classes outside of Colleges that are required of major and minors to prevent bottlenecks in enrollment.</li> <li>• 12 month pay option reviewed and was determined that the current plan would be in place until the USG replaces its current vendor in 2017.</li> <li>• Approved a motion for the adoption of the USG Information Technology policy as GC&amp;SU’s.</li> <li>• Reviewed the compliance of Terrell Hall with the Americans with Disabilities Act.</li> <li>• Met with Jennifer Birch of IOED to review the upcoming campaign focusing on campus civility.</li> <li>• Reviewed the six hour tuition requirement for students during the fall and spring semesters.</li> <li>• Meet with members of the sustainability council to improve communication on campus in meeting campus-wide sustainability goals</li> <li>• Reviewed space utilization issues on campus and reported to ECUS that no</li> </ul>	<ul style="list-style-type: none"> <li>• Add functionality to PAWS to allow students to be able to see classes that do not require pre-requisites during registration period.</li> <li>• Review potential needs for establishing a space utilization policy</li> </ul>

Recurring Activities of RPIPC	RPIPC Accomplishments	Tasks Requiring Follow-up
	specific space utilization policy exists.	

**Committee Membership and Record of Attendance:**

**1. Aggregate Attendance at ECUS Meetings**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

Meeting Dates	8-22-14	10-3-14	11-14-14	1-23-15	2-27-15	4-03-15	Present	Regrets	Absent
Susan Allen	n/a	P	P	P	P	n/a	4	0	0
Brittany Johnson	n/a	P	P	P	P	n/a	4	0	0
Cassie Napier	n/a	P	P	R	P	n/a	3	1	0
Lindy Ruark	n/a	P	P	P	R	n/a	3	1	0
Debbie Greene	n/a	P	R	P	P	n/a	3	1	0
Evelyn Thomas	n/a	P	R	P	P	n/a	3	1	0
Ben McMillan	n/a	P	P	P	P	n/a	4	0	0
Jan Clark	n/a	P	R	R	P	n/a	2	2	0
Renee Fontenot	n/a	P	R	P	R	n/a	3	1	0
Maureen Horgan	n/a	P	P	P	P	n/a	4	0	0
Rob Sumowski	n/a	A	A	A	A	n/a	0	0	4
Carol Ward	n/a	A	A	A	A	n/a	0	0	4
David Gastley	n/a	P	A	P	A	n/a	2	0	2

**Motions brought to the Senate floor from the Executive Committee**

<b>Motion Number:</b> 1415.RPIPC.005.P	<b>Motion Statement:</b> To recommend the proposed Information Technology Policy in the supporting document entitled "Adoption of USG System Information Technology as GCSU Information Technology Policy" as University Policy, and to endorse the definitions and procedural recommendations made therein.
<b>Motion Number:</b> 1415.RPIPC.004.R	<b>Motion Statement:</b> To endorse the three objectives of the 2014-2019 Diversity Action Plan articulated in the supporting document entitled "Objectives of the Diversity Action Campaign."
<b>Motion Number:</b> 1415.RPIPC.002.R	<b>Motion Statement:</b> To express appreciation to the entire membership of the Diversity Action Planning Committee for its tremendous efforts in developing the Diversity Action Plan and to acknowledge the importance of this work to the future of our university.
<b>Motion Number:</b> 1415.RPIPC.001.P	<b>Motion Statement:</b> It is the policy of Georgia College to prohibit use of any tobacco products on property owned, leased, rented, in the possession of or in any way used by Georgia College. In addition, advertising, sale, and free sampling of tobacco products on Georgia College property are also prohibited unless specifically stated for research purposes.

**Committee Reflections:**

Committee worked well together in approving two policies and two motions that were adopted by GC&SU University Senate. In addition, a listserv for faculty use is in the process of being established through information

systems and university communications. Meetings also covered additional topics of staff training, diversity action plans, common meeting times, and sustainability.

**Committee Recommendations:**

Recommend that the committee complete the outstanding items remaining from last year's activities which include: establishment of club for current and emeritus members of faculty, printed directory of faculty and staff, review of the common meeting times, functionality to PAWS to allow students to review all classes with no required pre-requisites during registration period, and the potential for a space utilization policy.

Finally, the committee focused primarily within its scope of institutional policy but did little to address budgeting and strategic planning. Recommendations would be to include budgeting and strategic planning activities in the 2014 – 2015 academic year.