

**2013-2014 University Senate
Minutes for the 06-Dec-2013 Meeting**

University Senate Officers: Presiding Officer Lyndall Muschell, Presiding Officer Elect Susan Steele, Secretary Craig Turner

PRESENT Susan Allen, Alex Blazer, Kelli Brown, Scott Butler, Carrie Cook, Benjamin Davis, Victoria Deneroff, Donovan Domingue, Steve Dorman, Douglas A. Goings, Maureen Horgan, Amanda Jarriel, Josh Kitchens, Deborah MacMillan, Beth McCauley, Daniel McDonald, Cara Meade, Julia Metzker, William Miller, Leslie Moore, Lyndall Muschell, Amy Pinney, Jason Rich, Holley Roberts, Vicky Robinson, Mike Rose, Doreen Sams, Costas Spirou, Susan Steele, Amy Sumpter, John R. Swinton, Tom Toney, Craig Turner, Catherine Whelan, Stephen Wills, James J. Winchester, Howard Woodard.

ABSENT Bill Fisher, Macon L. C. McGinley, Michael Murphy, Doc St. Clair, Carol Ward.

REGRETS Angel Abney, Kay Anderson, Andrei Barkovskii, Jan Clark, David de Posada, Victoria Ferree, Sarah Rose Remmes, Timothy Smith.

GUESTS Carly Jara *Graduate Assistant of the 2013-2014 University Senate*
Steve Jones *Director of the Center for Engaged Learning, Teaching and Scholarship*
Nancy Mizelle *Professor of Middle Grades Education*
Wendy Mullen *Professor of Music*
Tom Ormond *Associate Provost*
Bob Orr *Chief Information Officer*
John Sirmans *Parliamentarian of the 2013-2014 University Senate*
Wendell Staton *Director of Athletics*
Evelyn Thomas *Administrative Assistant to the Dean of the College of Health Sciences*

CALL TO ORDER: Lyndall Muschell, Presiding Officer of the 2013-2014 University Senate, called the meeting to order at 2:00 p.m.

AGENDA: A **MOTION** to approve the agenda was made and seconded. The agenda was approved as circulated.

MINUTES: A **MOTION** to approve the minutes of the 25 Oct 2013 meeting of the 2013-2014 University Senate was made and seconded. A draft of these minutes had been circulated by university senate secretary, Craig Turner, to the university senate by email for review with no revisions. The minutes were approved as circulated.

PRESIDENT'S REPORT: President Steve Dorman

1. **NEW VICE PRESIDENT FOR UNIVERSITY ADVANCEMENT**

- a. I am pleased to tell you that we have successfully concluded the search for a new Vice President for University Advancement. Ms. Monica Delisa from Texas A&M University will join the Georgia College community on March 1 as our new vice president in this area. I have been in conversation with Ms. Delisa and she is excited about this move and helping us achieve our advancement aspirations for Georgia College.
- b. Let me thank the search committee for their outstanding work in securing three very good candidates for us to consider. Special thanks to Mr. Wendell Staton for stepping into the leadership of this committee at the last minute as Dr. Jones was called into service elsewhere in the system. Let me also thank those of you who attended the forums or the social events of our candidate visits and provided important feedback that helped us in making this decision. Each of our candidates expressed how impressed they were with the attendance at the community forums.
- c. In other foundation news, the foundation is testing the university's fund raising priorities with a few dozen of our closest friends to help the GCSU Foundation determine the size, scope, and

timeline of the next comprehensive campaign. The foundation will review their findings during the February 27th board meeting.

2. **BUDGET HEARINGS**

- a. As most of you know we conducted the annual budget hearings on November 20. I appreciate all of you who took time to be in attendance on that day. I also appreciate your active involvement in the budget process in your colleges and departments. So thanks for your role in shared governance and for taking advantage of this opportunity for us to be transparent in the budgeting process.

3. **GRADUATION**

- a. Fall graduation ceremonies will occur on December 14 at 1:00 in the Centennial Center.
- b. I am pleased to announce that Dink NeSmith who is just completing his service as chair of the USG Board of Regents has agreed to be our commencement speaker.
- c. This will be a special and historic graduation event, as GCSU will graduate its first doctoral graduates on this day. Our first DNP (Doctor of Nursing Practice) students will graduate.

4. **PROPOSED CHANGE IN ROOM CHARGES FOR HOUSING**

- a. Over the next couple of months, many students will be making decisions about their housing plans for the following academic year. A high demand for campus housing this fall meant that a number of freshmen had to be housed in apartments on the West Campus. To reserve double rooms on the Central Campus for next fall's freshmen, University Housing will propose a rate plan to the university system for next year that would drop the cost of the 156 Central Campus single rooms to a level comparable to half of the double-room rate, and reserve those single rooms for returning sophomores, juniors and seniors. Of course, returning students will also have the option of living in The Village apartments on the West Campus.
- b. We'd appreciate your help in sharing the proposed rate plan information with interested returning students. It will be advertised when the proposed rate plan is approved at the University System level.

5. **FACILITIES UPDATE**

- a. To accommodate the expansion of our advising staff in Lanier, University Communications will be moving to the downtown location previously occupied by Digital Bridges in the next few weeks.
- b. In addition, new Campus Building Signage is expected to be installed in January and February.

6. **HOLIDAY MANSION EVENT**

- a. The faculty/staff Governor's Mansion Holiday open house is Friday, December 13 from 4:30-6:00. All are invited.

7. **QUESTIONS?**

Question1 What is the size of the GC Endowment?

Answer1 Approximately \$26 million.

Concern2 Some of our students have expressed concerns regarding west campus housing prices.

Response2 Andy Lewter will ensure that the Housing Staff are aware of this.

PROVOST'S REPORT: Provost Kelli Brown

1. **ASSISTANT VICE PRESIDENT OF INTERNATIONAL EDUCATION SEARCH**

- a. Under the leadership of Dr. Catherine Whelan the search for the Assistant Vice President of International Education and Director of the International Education Center continues.
- b. An open forum for the campus visit of the next candidate for the Assistant Vice President of International Education and Director of the International Education Center position is scheduled for Friday December 13, 1:30 - 2:15 p.m. at Parks Hall 301 (Dr. Gerry Krzic).
- c. I hope that you will make an effort to attend and encourage your colleagues to attend and participate in this open forum and complete the evaluation materials for this candidate.

2. **DIRECTOR OF INSTITUTIONAL RESEARCH**

- a. Dr. Ed Hale, Director of Institutional Research, will be retiring this year and there will be a university-wide reception for him Wednesday December 11, 3:00 - 5:00 p.m. in the President's Conference room. Please stop by and wish Dr. Hale well in his retirement.
 - b. James Carlisle, Director of Enterprise Applications, has been appointed Interim Director of Institutional Research effective 1 Jan 2014.
 - c. A national search will be conducted in early spring. Dr. Robert Orr, Chief Information Officer, has agreed to chair this search committee.
3. **J. WHITNEY BUNTING COLLEGE OF BUSINESS DEAN SEARCH**
- a. A search committee has been identified and is being chaired by Dean Sandy Gangstead.
 - b. The RFP for a search firm was just received and is being reviewed by an evaluation committee to determine which search firm will be used.
 - c. The search will be in full swing this coming spring.
4. **SACS COC**
- a. We received feedback from the off-site SACS COC committee and while the majority of the standards were deemed compliant, we still have work to do with respect to Institutional Effectiveness, Faculty Credentials, and a few standards requiring additional supporting information. To date much of this work is in the process of being remedied and the focused report will be assembled in a timely manner.
 - b. If Cara Meade or Tom Ormond call or email you, please help them in any way possible.
5. **QUALITY ENHANCEMENT PLAN (QEP)**
- a. The QEP is progressing nicely under the leadership of Drs. Julia Metzker and Steve Jones, with more to be discussed later in this meeting.
 - b. The delivery date for the QEP and focused report is 24 Feb 2014.
6. **STUDENT RATING OF INSTRUCTION SURVEYS (SRIS)**
- a. For your information, students' access to the "Student Rating of Instructional Survey" closes at midnight on 9 Dec 2013. Your help encouraging students to complete the survey is appreciated.
 - b. If you have any concerns, please contact Tom Ormond.
7. **QUESTIONS?**
- Q1 Is the data (student responses and ratings summaries) from the previously used home-grown Student Opinion Survey form gone? I was unable to access it when I went to look for it recently.
- A1 No, this new implementation in no way modifies access to the data from the former system.
- Several faculty from the floor noted they still had access to data from the former system.
- Q2 Is there a way for a faculty member to see her/his individual response rate?
- A2 As this is the first iteration, this is not yet supported. We do anticipate supporting this in future semesters. While faculty will not be able to see which students have responded, they would be able to see how many of their students have responded. As of two days ago (Wed 4 Dec 2013), the overall response rate was 5%.
- Q3 Given the low response rate, can the 9 Dec 2013 shut-off date be extended?
- A3 Unfortunately, we are locked into a 9 Dec 2013 shut-off date for this semester. This shut-off date was chosen as the last day that classes meet and prior to final exam implementation. We can reconsider the shut-off date for future semesters and will seek guidance from faculty through the Faculty Affairs Policy Committee (FAPC). Some faculty take students to a computer lab to complete the student surveys during a class meeting. Others have taken advantage of the fact that students can access the system via electronic devices that students often have at-the-ready (smart phones, iPads, laptops, etc.) and allocated time during a class meeting for students to complete the survey on their electronic devices. Such faculty have found that these strategies ensure a high response rate.

- A testimonial was given from the floor by a faculty member who had used the electronic device strategy and felt that all students present had participated and completed the survey and that the students felt good about the experience.
- A concern was expressed from the floor by a faculty member who indicated it was undesirable to allow students to have access to the student rating of instruction survey during the final exam period indicating that students should not be able to complete the survey after having access to a course grade.

Q4 When will a faculty member have access to the summary reports for her/his fall 2013 courses?

A4 At present, we anticipate those reports being available in late January 2014. If possible we will send these reports directly to the faculty member with a copy to the department chair – but we may have to distribute these reports to faculty via the department chair.

COMMITTEE REPORTS: The following committee reports were given.

1. **CURRICULUM AND ASSESSMENT POLICY COMMITTEE (CAPC)** – Cara Meade

Officers: Chair Cara Meade, Vice-Chair Angel Abney, Secretary Deborah MacMillan

a. **MOTION 1314.CAPC.007.R (QEP STUDENT LEARNING OUTCOMES)** On behalf of the committee, Cara Meade presented the motion: *To approve the Student Learning Outcomes for GC's QEP: Building a Culture of Engaged Learning.*

i. **SUPPORTING DOCUMENTS** Supporting documentation for Motion 1314.CAPC.007.R, accessible in the online motion database, was displayed on the big screen. There was one supporting document provided.

1) *QEP Outcomes and Request for Endorsement* A pdf file providing the text of the proposed Student Learning Outcomes and the request for University Senate Endorsement made by the Quality Enhancement Plan Task Force.

ii. **CONTEXTUAL INFORMATION** Cara Meade shared the following information.

1) These student learning outcomes were drafted by the Professional Development and Assessment (PDA) Subcommittee of the QEP Task Force who believe them to be assessable.

2) CAPC reviewed these student learning outcomes and recommends university senate endorsement.

iii. **DISCUSSION** There was one question and a motion to amend the motion text.

1) **QUESTION** Are there measures that follow up on these student learning outcomes?

2) **RESPONSE** Yes, The aforementioned PDA subcommittee is working on that now.

3) The **MOTION TO AMEND** *To revise the motion text and replace “approve” with “endorse”* was made and seconded from the floor.

a) The rationale offered by the proposer was to make the action taken on this resolution consistent with the previously endorsed QEP Theme/Goals resolution (Motion 1314.APC.001.R).

b) Cara Meade noted that she had thought about this very change after entering the motion but was unable to change it as in the current implementation of the online motion database the motion text is not editable once it is submitted.

c) This **MOTION TO AMEND** was approved.

iv. **SENATE ACTION** Motion 1314.CAPC.002.C was *approved as amended*. To be clear, the motion text as approved was *To endorse the Student Learning Outcomes for GC's QEP: Building a Culture of Engaged Learning.*

b. CAPC has no other items of business on which it wishes to report at this time.

2. **SUBCOMMITTEE ON CORE CURRICULUM (SoCC)** – John Swinton

Officers: Chair John Swinton, Vice-Chair Amy Sumpter, Secretary Kay Anderson

- a. **Meetings**
 - i. SoCC has met four times since the last University Senate meeting – a relatively quiet period for us.
 - b. **Global overlays**
 - i. GEOG 4210, 4215, 4250; PHYS 2920; and PHIL 4660.
 - ii. Awaiting one global overlay once the course is approved as a stand-alone course (reminder – special topics course numbers cannot be given global overlay status)
 - c. **GC2Y**
 - i. Awaiting one GC2Y pending revision.
 - d. **Recently Revised SoCC Forms**
 - i. We are considering new instructions to accompany the new forms we rolled out at the last University Senate meeting.
 - e. **Tour of Department Chairs**
 - i. Finally, SoCC is planning with Tom Ormond for a tour of Department Chairs' meetings during the Spring 2014 semester to provide an update of all things SoCC (particular issues of what overlays and sections we desperately need so that students can graduate on time).
3. **FACULTY AFFAIRS POLICY COMMITTEE** (FAPC) – Alex Blazer
Officers: Chair Alex Blazer, Vice-Chair Tom Toney, Secretary Bill Fisher
- a. **Fact Finding** FAPC has been doing a lot of fact finding.
 - i. **Old Business**
 - 1) **Annual Evaluation of Faculty** A work group looked into unconfirmed reports of some faculty not receiving annual faculty evaluations but dropped the issue due to lack of solid information.
 - 2) **Summer Pay Proration Paperwork** A work group continues to look into the issue of some faculty not receiving signed agreements regarding summer pay proration; however, as of our last meeting, our preliminary findings show that different colleges have different procedures and one college seems to have moved from a signed agreement procedure to a pay calculator model.
 - ii. **New Business**
 - 1) **Faculty Workload** A work group has been formed to look into workload issues across colleges, independent/directed study courses, and core courses, being mindful that some of the findings may be internal to colleges and departments and therefore outside of FAPC's charge.
 - 2) **Pre-Tenure Review** There have been contradictory reports that the Office of Academic Affairs has not been sending out notifications of Pre-Tenure Review and some faculty are not undergoing review. The Office of Academic Affairs reports that Pre-Tenure Review notifications were to be sent out on November 29.
4. **ACADEMIC POLICY COMMITTEE** (APC) – Howard Woodard
Officers: Chair Howard Woodard, Vice-Chair Leslie Moore, Secretary John Sirmans
- a. **Motions** APC has no motions to submit for University Senate consideration.
 - b. **Synopsis of 15 Nov 2013 APC Meeting** Kay Anderson, University Registrar, met with the APC to discuss the "probation loophole" and "repeating of grades" issues. After hearing that these most likely involve the same students and have an effect on each other, APC will consider revising the academic progression policy to require students to return to probation status rather than warning status for any student who has previously been placed on probation and subsequently falls below minimum standards. APC will postpone work on the "repeating of grades" issue at this time.
5. **RESOURCES, PLANNING AND INSTITUTIONAL POLICY COMMITTEE** (RPIP) – Maureen Horgan

Officers: Chair Maureen Horgan, Vice-Chair Jan Clark, Secretary Benjamin Davis.

- a. **Meeting** RPIPC met on 15 Nov 2013 from 2:00pm to 3:20pm in Porter Hall Room 228.
- b. **Policies Under Review** Two proposed policies are under review and expected to be discussed by RPIPC again on 24 Jan 2014 and submitted for consideration by the University Senate at its 14 Feb 2014 meeting.
 - i. **Background Investigations Policy** RPIPC is waiting for a revised version to come back from Executive Cabinet.
 - ii. **Sexual Misconduct Policy**. Guests Jennifer Graham (Women’s Center and Diversity Coordinator), Andy Lewter (Dean of Students), and Qiana Wilson (Associate General Counsel) attended. Discussion topics included definitions, relationship to state and federal law as well as to BoR policy, as it pertains to both employees and students, and how this document compares to the previous policy. There were no suggested revisions offered by RPIPC. Maureen Horgan will work with Jennifer Graham to revise the format to comply with the policy template of University Senate.
- c. **Diversity Action Plan** Guest Veronica Womack (Director of Institutional Equity and Diversity) attended to solicit feedback on the Diversity Action Plan. The committee working to develop this plan includes faculty, staff, students, administrators, and community members. Three public forums on the topic were held in September 2013 and were well attended. RPIPC suggested revisions to the definition of underrepresented minorities. It was clarified that this is a preliminary document to specify the goals of President Dorman’s charge to the committee and to reference how they tie into Georgia College’s Mission and Strategic Directions. The plan will again be presented to the Georgia College community in December 2013 – developing procedures to implement the goals will begin after that.
- d. **Smoking Policy Enforcement** At the request of two RPIPC members, the issue of Smoking Policy Enforcement was revisited. RPIPC concluded last year that the policy was unenforceable, and that education was the device most likely to produce the desired effect. Last year, an education committee was formed, did some work; no one from last year’s committee was available to come to the meeting to give an update. The most effective tool seemed to be temporary signs (paid for by SGA), but they are no longer up. RPIPC again concluded that the policy is unenforceable, and that if education is the way to go, it needs both a sustained effort and funding. Suggested as possible implementers for this education were Human Resources for employees and the Dean of Students for students. Doug Oetter will pursue this item and report back at the next RPIPC meeting.
- e. **Recycling and Other Sustainability Council Initiatives** Doug Oetter reported for the Sustainability Council that the recycling program seems to be working, the next major project will be energy usage on campus.
- f. **12-month pay option for Corps of Instruction (Academic Contracts, currently 10-month)** Maureen Horgan has trial-tested a survey to ECUS-SCC, 8 out of 10 responded within 12 hours. RPIPC will put out an informational email to faculty this month and will do an online survey to faculty in January. If there is sufficient interest, RPIPC will contact other USG schools as well as gather more concrete information on the underlying issues (tax implications, retirement benefits, compliance with BoR Policy and state of Georgia law, etc.).
- g. **Questions**
 - Q1** When you report “the recycling program seems to be working,” can you clarify what the term *working* means? Does it mean we are saving money, being more efficient, seeing less waste, or something else?
 - A1** The question was ultimately deferred to Doug Oetter for clarification – who was not present at this meeting of the University Senate to provide the clarification. Maureen Horgan did note that the concern, expressed to her earlier in the semester, regarding the need for more trash cans in hallways of the Arts & Sciences building is now resolved.

6. **STUDENT AFFAIRS POLICY COMMITTEE (SAPC)** – Doreen Sams

Officers: Chair Doreen Sams, Vice-Chair Amanda Jarriel, Secretary Nicole DeClouette

- a. SAPC met on 15 Nov 2013. Six informational items were discussed.
 - i. **Committee Operating Procedures** Executive Committee now has the operating procedures from SAPC in compliance with the University Senate Bylaws.
 - ii. **Helping Hands Hardship Funding (formerly known as Student Emergency Fund)**
 - 1) SAPC sent out paperwork through GC Communications again after its 15 Nov 2013 meeting asking them to send it out to remind everyone of the fund. This was accomplished.
 - 2) Also, checked to see if Kroger's card is working for this fund.
 - *Contextual Information from the minutes of the 25 Oct 2013 University Senate meeting added during minutes preparation.* Since the 4 Oct 2013 SAPC meeting, Kate Pope was able to make arrangements with the local Kroger for which a percentage of sales can be linked to your *Kroger Plus Card* to go into this fund. This does not mess with your Kroger fuel points. A notice of how to sign up went out via email through GC Communications.
 - There was confirmation from the floor from some who had been successful in setting up their *Kroger Plus Card* to make a donation to this fund.
 - iii. **SGA Report on Common Meeting Time** Meeting attendance at RSOs (Recognized Student Organizations) has dropped by 30-40% participation. The full report was submitted by SGA on 14 Oct 2013. Since this report was submitted after the 4 Oct 2013 SAPC meeting, this report was again discussed at the 15 Nov 2013 SAPC meeting. This RSO data will be further analyzed and summarized over the break between fall and spring semesters.
 - iv. **Veterans on Campus** Ongoing conversations with faculty who are veterans on campus have continued and plans are being made to discuss this with Student Affairs.
 - v. **Active Military Attendance Policy** No policy exists and active military are at the mercy of the faculty member to be excused from the course and make up any work. SAPC will be proposing a policy in January that will be worded much like that for athletes that will cover veterans when they are on TDY (temporary duty yonder). The duration of a TDY is typically one to two weeks.
 - vi. **POUNCE** There was a concern as to Freshman POUNCE causing closed classes to others, but since the SAPC meeting an explanation has been brought to SAPC that negates the need to further address this issue.

7. **STUDENT GOVERNMENT ASSOCIATION (SGA)** – Victoria Ferree

Officers: President Victoria Ferree, Vice President Sara Rose Remmes, Secretary Caitlin Mullaney, Treasurer Holly Nix

- a. **No Oral Report** was provided as there was no SGA representative in attendance.
- b. **Time Conflict** It was noted from the floor that the Student Government Association meets from 2:00 PM to 3:15 PM every Friday and has a time conflict with meetings of the University Senate.
- c. *Following the meeting, SGA President Victoria Ferree submitted the following update via email.*
 - i. **Late Night Shuttle** The Late Night Shuttle traveling to and from West Campus has been going extremely well.
 - ii. **Student Activity Budget Committee** SABC is getting back together at the start of the spring 2014 semester to discuss allocation of funds.

8. **EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE (ECUS)** – Lyndall Muschell

Officers: Chair Lyndall Muschell, Vice-Chair Susan Steele, Secretary Craig Turner

- a. **Proposed Bylaws Revisions** A proposal for revision to bylaws was submitted on Thursday, 14 Nov 2013. The proposal concerns the membership of SoCC (Subcommittee on the Core

Curriculum) and the election of officers for this subcommittee. This proposal is on the tentative agenda for the 24 Jan 2014 meeting of the Executive Committee.

- b. **Electronic Tools** Craig Turner is continuing to work with Doc St. Clair on "fixes" for the University Senate electronic tools.
- c. **Elected Faculty Senator Elections** Letters were emailed on 18 Oct 2013 to all college deans and the director of the library regarding elected faculty senator elections and apportionment. Election procedures were due from each academic unit (colleges and the library) on 1 Dec 2013. To date, these procedures have been received from CoAS, CoB, CoE, and CoHS. Election results are due on 1 Feb 2014.

INFORMATION ITEMS

1. **QUALITY ENHANCEMENT PLAN (QEP) UPDATE** – Julia Metzker

The presentation to accompany this report is available at

http://prezi.com/hab2fnwdy2ag/?utm_campaign=share&utm_medium=copy&rc=ex0share

- a. The QEP Task Force continues to develop the Quality Enhancement Plan, defined by SACS-COC as a "carefully designed course of action that addresses a well-defined and focused topic or issue related to enhancing student learning". An update on the planning process is presented. Please keep in mind that some of the components may evolve and change as we continue to plan.
 - i. The theme, selected in Fall 2012, is "Building a Culture of Engaged Learning."
 - ii. The theme is clarified by the following goal statement, endorsed by the University Senate on 25 Oct 2013.
 - 1) Through engaged learning in and beyond the classroom Georgia College students will...
 - develop the knowledge, skills, and dispositions to become informed citizen leaders;
 - serve the public good, locally and globally.
 - iii. Five learning outcomes that encompass academic knowledge, experiential learning and social responsibility have been composed by the task force. Those outcomes are:
 - 1) A student at GC becomes an informed citizen leader by contributing to the public good by synthesizing one's knowledge, skills, and dispositions through critical reflection of direct experiences, cultural diversity, and social responsibility.
 - 2) A student at GC becomes an informed citizen leader by integrating theories and perspectives from multiple academic contexts to evaluate and propose actions to address social needs.
 - 3) A student at GC becomes an informed citizen leader by demonstrating dispositions that value multiple perspectives through active collaboration with individuals/groups from diverse backgrounds.
 - 4) A student at GC becomes an informed citizen leader by critically reflecting on one's engaged learning experiences and academic studies.
 - 5) A student at GC becomes an informed citizen leader by demonstrating the development of one's own civic identity (i.e., social responsibility, values, and practices) over time.
 - iv. The task force has proposed four project tiers to support development of learning experiences that will support the learning outcomes. Those project tiers are:
 - 1) Apprentice: A series of community-based engaged learning workshops, modeled after the GC high-impact workshops.
 - 2) Journeyman: A mini-grant program to support development of community-based learning experiences, modeled after the GC STEM mini-grant program.
 - 3) Master: Implementation grants to support large-scale projects, such as changes in curricular programs or collaborative projects between academic programs and support units.
 - 4) Union Local 1889: Sustainability grants to support projects focused on institutionalizing community-based learning at GC.
 - v. Below are several important dates regarding the QEP.

- 1) 24 Feb 2014: QEP is submitted to SACS-COC
- 2) Mar 2014: QEP Launch event #getengagedatGC
- 3) 8-10 April 2014: SACS-COC site visit
- 4) Spring 2014: QEP Pilot projects
 - Art & Social Change
 - YES program
 - Stay tuned for more
- 5) 2014-2019: QEP Implementation
 - Workshops & grants
 - Assessment of students
 - Evaluation of projects
 - Communication of results to campus
 - Continuous improvement
- 6) 2019: Impact report submitted to SACS-COC
- vi. Minutes from the task force meetings are available at <http://minutes.gcsu.edu>
- vii. Please direct your inquiries regarding the QEP to the QEP Task Force co-chairs, Julia Metzker (Julia.metzker@gcsu.edu) and Steven Jones (steven.jones@gcsu.edu)

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: There was no new business.

ADJOURN:

1. **ATTENDANCE AND THE SIGN-IN SHEET** Lyndall Muschell 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. **UNIVERSITY SENATE IS TEN** Lyndall Muschell noted that the University Senate recently had its tenth birthday and that a party may be in order. *During minutes preparation, a consultation with the university senate history document revealed that the first official meeting of the University Senate was called to order at 12:30 p.m. on 20 Oct 2003 by its Presiding Officer, Interim President David G. Brown.*
3. **MOTION TO ADJOURN** As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 2:55 p.m.