

**2015-2016 University Senate
Minutes for the 18 Sep 2015 Meeting**

University Senate Officers: Presiding Officer John R. Swinton, Presiding Officer Elect Chavonda Mills, Secretary Craig Turner

PRESENT (42) Angel Abney, Susan C. Allen, Kay Anderson, Netta Ben-Hashal, Karen Berman, Louis Bourne, Kelli Brown, Jan Clark, Jolene Cole, Nicole DeClouette, Donovan Domingue, Josie Doss, Renee Fontenot, Heidi Fowler, Douglas A. Goings, Emily Gomez, Juawn Jackson, Brittiny Johnson, David Johnson, Juan Ling, Ben McMillan, Yeprem Mehranian, Chavonda Mills, Kevin Morris, Lyndall Muschell, Stephanie Opperman, Amy Pinney, Joanne Previts, Eve Puckett, Vicky Robinson, Barbara Roquemore, Mike Rose, Carol J. Sapp, Daniel Simpson, Costas Spirou, Susan Steele, John R. Swinton, Tom Toney, Craig Turner, Allison VandeVoort, Shaundra Walker, James J. Winchester.

ABSENT (4) Ruth J. Carter, David McIntyre, Claire Sanders, Katie Simon.

REGRETS (4) Steve Dorman, Mary Jean Land, Daniel McDonald, Howard Woodard.

GUESTS (11)

First Name	Last Name	2015-2016 Committee	Description Role on University Senate or Position at the University
Jamie	Addy	SoCC	<i>Instruction and Research Service Librarian</i>
Colandra	Boyer	None	<i>Coordinator of Office Services, Academic Advising Center</i>
Josefina	Endere	None	<i>Special Assistant to the Vice President, Administrative Services & Campus Operations</i>
Steven	Jones	None	<i>Director, Center for Faculty Development</i>
Aran	MacKinnon	None	<i>Professor and Chair, Department of History and Geography</i>
Mary	Magoulick	SoCC	<i>SoCC Chair; Professor, Department of English and Rhetoric</i>
Bob	Orr	None	<i>Chief Information Officer</i>
Larbi	Oukada	None	<i>Chair, Modern Languages and Cultures</i>
John	Sirmans	APC	<i>Parliamentarian of the 2015-16 University Senate</i>
Barrett	Stanley	SAPC	<i>Student</i>
Carol	Ward	RPIPC	<i>Associate Director, Human Resources</i>

CALL TO ORDER: John R. Swinton, Presiding Officer of the 2015-2016 University Senate, called the meeting to order at 3:30 p.m. He welcomed those present to the 18 Sep 2015 meeting of the university senate and introduced Ms. Colandra Boyer (Coordinator of Office Services, Academic Advising Center) who is providing administrative support to the university senate.

RECOGNITIONS: Presiding Officer John R. Swinton distributed university senator pins.

- UNIVERSITY SENATOR PINS (18 SEP 2015 MEETING)** John R. Swinton awarded a university senator pin (recognizing first-time membership on the University Senate) to Emily Gomez (CoAS, elected faculty senator), Yeprem Mehranian (CoE, elected faculty senator), Kevin Morris (student, Presidential Appointee to SAPC), Stephanie Opperman (CoAS, elected faculty senator), Allison VandeVoort (CoAS, elected faculty senator).
- UNIVERSITY SENATOR PINS (11 AUG 2015 GOVERNANCE RETREAT)** At the 11 Aug 2015 governance retreat, John R. Swinton had awarded a university senator pin (recognizing first-time membership on the University Senate) to David Johnson (CoAS elected faculty senator) and Netta Ben-Hashal (selected student senator).

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

MINUTES: A draft of the minutes of the 24 Apr 2015 meeting of the 2014-2015 University Senate and the 1 May 2015 organizational meeting of the 2015-2016 University Senate were circulated by university senate secretary,

Craig Turner, to the university senate by email for review with no revisions and were presented to those present for consideration. These minutes were approved as circulated by email.

PRESIDENT’S REPORT: President Steve Dorman

As President Dorman had extended regrets and was unable to attend the 18 Sep 2015 university senate meeting, there was no President’s Report.

PROVOST’S REPORT: Provost Kelli Brown

1. **FACULTY EXCELLENCE**

a. **New Faculty** For fall 2015, Georgia College welcomed more than 50 new faculty and several who now hold new positions on campus. New faculty members include:

- i. Adeyemi, Justin
- ii. Causey, Robert
- iii. Clark, Benjamin
- iv. Copeland, Sandra
- v. Cross, Paulette
- vi. Falbe, Kristina
- vii. Folk, Jessie L
- viii. Forrest, Matthew
- ix. Fowler, Catherine
- x. Geddy, Margaret
- xi. Geiger, Frani
- xii. Gittinger, Juli
- xiii. Godin, Joy
- xiv. Gomez, Ernesto
- xv. Gorzelany-Mostak, Dana
- xvi. Grier, Debbie
- xvii. Handwerker, Sarah
- xviii. Hefner, Veronica
- xix. Hegde, Ashok
- xx. Hindemith, Paul
- xxi. Hirsch, Aubrey
- xxii. Hobbs, Michael
- xxiii. Holmes-Davis, Tina
- xxiv. Kelley, Leeann
- xxv. Ketchie, Monica
- xxvi. Liles, Alesa
- xxvii. Littlefield, Sidney
- xxviii. MacMillan, Deborah
- xxix. Manrodt, Karl
- xxx. Mathur, Manisha
- xxxi. McClain, William
- xxxii. McMichael, William Pate
- xxxiii. McNair, Donna
- xxxiv. Mehranian, Hasmik
- xxxv. Monroe, Derek
- xxxvi. Navadar, Nasser
- xxxvii. Nicholson, Brantley
- xxxviii. Okoth, Ronald Shem Odhiambo
- xxxix. Preston, Larry

- xl. Regmi, Krishna
 - xli. Rodgers, Kirsten
 - xlii. Rosado Flores, Peter
 - xliii. Roush, Justin Ray
 - xliv. Roush, Kimberly Muriel
 - xlv. Rudkevich, Gennady
 - xlvi. Smith, John Marshall
 - xlvii. Stoyanova, Mariana
 - xlviii. Stempel, Leslie
 - xlix. Thompson, Anita
 - l. Trombley, John
 - li. Viscarra, Eryn Grucza
 - lii. Wallace, Jessica
 - liii. Welborn, James
- b. **HERS Denver** This past summer three faculty attended HERS Denver for two weeks. The HERS (Higher Education Resource Services) Institute experience is one of the most compelling leadership development opportunities in higher education. All participants experience the same transformational curriculum and have a chance to shape the Institute to meet their unique professional needs. Prior to the Institute, participants start exploring the three-pronged leadership development model by completing assigned reading materials and other assignments to help determine what matters most to them and their institutions. Additionally, the readings and assignments help participants start considering how they may positively lead and influence higher education.

The Leadership Development Model followed includes

- Self-Knowledge
- Networking
- Institutional Awareness

HERS has a legacy of inspiring women to change higher education by creating a community where sharing and reflecting is core.

The three faculty who attended are Drs. *Chesley Mercado* (Music Therapy), *Nancy Mizelle* (Education), and *Sandy Webb* (Education).

2. **INSTITUTIONAL/PROGRAM EXCELLENCE**

- a. **Fall 2015 Graduation Ceremonies** There will be one ceremony this fall for both undergraduate and graduate students at the Centennial Center.
Graduation Ceremony Saturday December 12, 1:00 p.m. The processional will begin promptly at 12:45 p.m.
 - i. More details about the ceremony and when faculty need to arrive, etc. will be forthcoming late in the semester from Ms. Kay Anderson.
 - ii. Please mark your calendar and plan to attend.
 - iii. For faculty in need of academic regalia, please contact Dr. Jan Clark as she is the volunteer keeper of our regalia closet.
- b. **Strategic Planning** See the attached document (*StrategicPlanningDetails*) for details regarding strategic planning. Dr. Costas Spirou will provide an overview following my report.
- c. **Tenure & Promotion Task Force** Per the recommendation from FAPC (Faculty Affairs Policy Committee), each college and the library has been asked to conduct an election for its representative(s) to the Tenure & Promotion Task Force by 28 Sep 2015. FAPC will report more on this as well.
- d. **Mayfair/McIntosh** still on schedule to open in fall 2016.
- e. **Beeson** still on schedule to open in fall 2017.

3. **STUDENT EXCELLENCE** As always there are many great stories to share regarding our GC students. Here are some examples of what our students are doing.

- a. **Gilder Lehrman History Scholar Award** *Ms. Darby Witek*, one of our History majors was notified late last spring as one of only sixteen students from across the country to win the prestigious 2015 Gilder Lehrman History Scholar Award. Ms. Witek has been mentored by Dr. Laura Acker.
- b. **American Chemical Society** The official notice from the American Chemical Society was just received this week and Georgia College's Chemistry Club has done it again! For the **EIGHTH straight year, GC's Chemistry Club will be receiving the national honor of "OUTSTANDING" Chapter by the American Chemical Society.** The award will be given to the students at the National Awards Ceremony in San Diego, CA in March 2016. Congratulations to all of the hard working students for creating and continuing such an amazing legacy on behalf of the chemistry program at Georgia College! Dr. Catrena Lisse is the advisor to this club.
- c. **Math REU Recipients** Two talented math major students were selected for competitive 2015 summer REU's: *Ms. Samantha Clapp* was recruited by University of Washington Bothell and *Ms. Kirsten Morris* by California State University Channel Islands. Research Experiences for Undergraduates (REU) summer programs are great opportunities for students to get a sneak peak of what it means to do research in an environment that resembles the graduate school experience. In general, a mathematics REU program is sponsored by the National Science Foundation (NSF) and recruits ten to eighteen undergraduate students to work with faculty mentors exploring the world of mathematics in eight week summer residential programs. The students also receive stipends and great accommodations. The big goals of REUs are to actively involve promising undergraduate students in mathematics research, improve their writing and presentations skills, and increase awareness to encourage their participation in mathematics graduate degree programs.
- d. **Fulbright Applicants** Under the leadership of Ms. Anna Whiteside, National Scholarship Office Director, we have seven students who completed Fulbright applications for the campus review phase. The seven applicants are:
 - i. *Kayla Abercrombie*, Spanish and History, ETA to Spain
 - ii. *Ellis Fields*, English (Creative Writing Con.) and Spanish, ETA to Mexico
 - iii. *Dustin Junkert*, Creative Writing (MFA), ETA to Czech Republic
 - iv. *Emily Kearney-Williams*, Art (Studio Art Con.), ETA to Spain
 - v. *Sofia Papa*, Spanish, ETA to Spain
 - vi. *Kristen Stack*, Middle Grades Ed. (Math Con.), ETA to Taiwan
 - vii. *Tishal Turknett*, Marketing, ETA to Spain

There has also been considerable enthusiasm on the part of faculty and staff to work with these candidates. The following individuals are reviewing applications and interviewing students as part of our Fulbright Campus Committee:

- Scott Butler (HHP)
- Melanie Devore (Biology)
- Steve Elliott-Gower (Honors)
- Stephanie McClure (Government and Sociology)
- Joe Mocnik (Library)
- Carol Sapp (Nursing)
- Liz Speelman (Outdoor Center)
- Eric Spiers (International Education)

Thanks to the faculty and staff who have assisted these and other students in achieving their dreams.

4. **QUESTIONS** Provost Kelli Brown invited questions from the floor. There were none.

STRATEGIC PLANNING UPDATE: Costas Spirou (Interim Associate Provost)

1. Development (drafting) is to occur during the 2015-2016 academic year. During the development there will be outreach to the university community to provide updates at least monthly.
2. The strategic plan will apply to the years 2016-2020.
3. The vision supporting this effort will embrace a ten year window out to 2025.
4. Co-facilitators of the 2016-2020 Strategic Plan Steering Committee have been named and are Chris Ferland and Mark Pelton.
5. The six strategic directions of the 2011-2014 strategic plan were not very amendable or assessable.
6. Faculty participation in the development of this strategic plan is essential and desirable.
7. Larger Forces (e.g. demographic shifts, possibility of HOPE scholarship funding reduction, consolidation of USG institutions, reduction in state funding) may impact the university in the future. The plan needs to be developed in a manner to have a mechanism that can respond to these larger forces as necessary.
8. A comprehensive strategic plan is desirable, meaning one that has specific outcomes, each being assessable.
9. The diversity initiative will be weaved throughout all committees.
10. The goal of becoming a preeminent public liberal arts institution – stated by President Dorman in multiple forums – will permeate throughout the strategic plan.
11. The Resources, Planning, and Institutional Policy Committee (RPIPC) will be consulted as this type of planning is within their scope.
12. See the attached document (*StrategicPlanningDetails*) for additional details regarding strategic planning.

UNFINISHED BUSINESS: There were no items of unfinished business.

NEW BUSINESS: There were four motions (one CAPC, two ECUS, one SCoN) listed as items of new business.

1. **MOTION 1516.CAPC.001.C (B. A. IN WORLD LANGUAGES AND CULTURES)** On behalf of the committee, Angel Abney, CAPC Chair, presented the motion *To recommend*
 1. *addition of a new Bachelor of Arts Degree with a major in World Languages and Cultures as proposed in the supporting document titled Major in World Languages and Cultures Proposal.*
 2. *deactivation of the Bachelors Degrees with a Major in French or Spanish.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation for Motion 1516.CAPC.001.C, accessible in the online motion database, was available for display on the big screen. There was one supporting document.
 - i. *Major in World Languages and Cultures Proposal* A pdf file providing the details of the proposed curricular revisions.
 - b. **CONTEXTUAL INFORMATION** Angel Abney invited Larbi Oukada, Department Chair, to provide the following contextual information.
 - i. Each student pursuing this degree declares a primary language concentration (French or Spanish) and one of four area of concentration options (French Language and Culture, Spanish Language and Culture, Linguistics and Translation, Latin American Studies).
 - c. **DISCUSSION** There was no discussion.
 - d. **SENATE ACTION** Motion 1516.CAPC.001.P was *approved* with no discussion.
2. **MOTION 1516.CN.001.O (REVISIONS TO THE SLATE OF NOMINEES FOR 2015-2016 UNIVERSITY SENATE)** On behalf of the committee, Chavonda Mills, SCoN Chair, presented the motion *To adopt the slate of nominees for the 2015-2016 University Senate officers and committee members as proposed in the supporting documentation.*
 - a. **SUPPORTING DOCUMENTS** Supporting documentation for Motion 1516.CN.001.O accessible in the online motion database, was available for display on the big screen. There were three supporting documents.
 - i. *Report of Bylaws Compliance for the 2015-2016 US Committees* A pdf file indicating that the slate of nominees (as revised) complies with all university senate bylaws requirements.

- ii. *Revised Slate of Nominees for US 2015-2016* A pdf file providing the slate of all committee members highlighting in yellow the replacements being proposed in the motion.
 - iii. *Summary of Revisions to Slate of Nominees US 2015-2016* A pdf file providing a list of each proposed revision to the membership of the university senate and its committees.
 - b. **CONTEXTUAL INFORMATION** Chavonda Mills shared the following contextual information, while displaying the *Revised Slate of Nominees for US 2015-2016* document on the big screen.
 - i. At its 1 May 2015 organizational meeting, the 2015-2016 university senate populated its committees. Since that time, some individuals serving on these committee have resigned from Georgia College (requiring replacements) while others have elected to trade committee assignments. This motion brings all these updates to the university senate for confirmation to comply with procedures articulated in the university senate bylaws.
 - c. **DISCUSSION** There was no discussion.
 - d. **SENATE ACTION** Motion 1516.CN.001.O was *approved* with no discussion.
3. **MOTION 1516.EC.001.O (ADOPT GOVERNANCE HISTORY AS OFFICIAL US DOCUMENT)** On behalf of the committee, John R. Swinton, ECUS Chair, presented the motion *To adopt as an official university senate document (and periodically review)the document titled Governance History*.
- a. **SUPPORTING DOCUMENTS** Supporting documentation for Motion 1516.EC.001.O, accessible in the online motion database, was available for display on the big screen. There was one supporting document.
 - i. *Governance History* An MSWord file providing institutional governance history.
 - b. **CONTEXTUAL INFORMATION** John R. Swinton shared the following contextual information.
 - i. For several years, a governance history of Georgia College has been emerging to track milestones in the life of academic governance. These milestones include but are not limited to the birth of the faculty senate, change in university presidents, the birth of the university senate, summaries of university senate bylaws revisions, and the recent allocation of operating funds to the university senate. This motion proposes adopting this DRAFT history as an official history and periodically reviewing it for accuracy and to incorporate new milestones.
 - ii. Adopting this does not preclude its evolution yet now would become an official document.
 - c. **DISCUSSION**
 - i. There was no discussion.
 - d. **SENATE ACTION** Motion 1516.EC.001.O was *approved* with no discussion.
4. **MOTION 1516.EC.002.O (ADOPT UNIVERSITY SENATOR HANDBOOK AS AN OFFICIAL US DOCUMENT)** On behalf of the committee, John R. Swinton, ECUS Chair, presented the motion *To adopt as an official university senate document (and periodically review)the document titled University Senator Handbook*.
- a. **SUPPORTING DOCUMENTS** Supporting documentation for Motion 1516.EC.002.O, accessible in the online motion database, was available for display on the big screen. There was one supporting document.
 - i. *University Senator Handbook* An MSWord file providing a University Senate Handbook.
 - b. **CONTEXTUAL INFORMATION** John R. Swinton offered the following contextual information.
 - i. For several years, a handbook providing information about the university senate (composition, committee structure, official statements, parliamentary procedures cheat sheet, motion tracking, proposal guidelines, definitions of jargon terms (policy, procedure, etc.), etc.) has been developed. This handbook is distributed to participants attending the annual governance retreat (i.e. the members of university senate committees). The contents of this handbook have been consistent for the last few years and so it seems appropriate to adopt this document as an official university senate document and periodically review it to keep it current.
 - ii. If you haven't already read this document, I highly recommend it as a resource for information about your university senate.

- iii. Adopting this does not preclude its evolution yet now would become an official document.
- c. **DISCUSSION** There was no discussion.
- d. **SENATE ACTION** Motion 1516.EC.002.O was *approved* with no discussion.

COMMITTEE REPORTS: The following committee reports were given.

1. **EXECUTIVE COMMITTEE OF THE UNIVERSITY SENATE** (ECUS) – John R. Swinton

Officers: Chair John R. Swinton, Vice-Chair Chavonda Mills, Secretary Craig Turner

- a. **Meeting** ECUS met on 4 Sep 2015 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **ECUS Secretary Election** Formally elected Craig Turner to serve as Secretary of the 2015-2016 ECUS.
 - ii. **ECUS Operating Procedures** were formally adopted.
 - iii. **Drafting Bylaws Revisions**
 - 1) Elected Faculty Senator Eligibility, clarify when the two years of service needed for eligibility ends to address the perceived ambiguity of this requirement.
 - 2) Add the SoCC (Subcommittee on the Core Curriculum) Chair to the minimal membership of SCoN (Subcommittee on Nominations).
 - iv. **Formally Appointed SCoN (Subcommittee on Nominations)**
 - 1) Chair Chavonda Mills and
 - 2) Appoint minimal membership from university senate bylaws (ECUS Members, Standing Committee Chairs, Staff Council Chair, Student Government President) plus SoCC Chair.
 - v. **University Strategic Plan** Costas Spirou provided information on the plans for developing the 2016-2020 strategic plan for the university. The interested reader is directed to the minutes of the 4 Sep 2015 ECUS meeting for details. This information was also shared earlier at this (18 Sep 2015) meeting of the university senate.
 - vi. **Selection of LARP Representative** At the 18 Sep 2015 university senate meeting, there will be an effort to elect (after calling for nominations) an individual to serve as a university senate representative on the LARP (Liberal Arts Renewal Process) Committee.
 - vii. **Archivist and Story Teller** The naming of a Georgia College Story Teller was proposed at the governance retreat. The deliberation on this item was deferred to a future ECUS meeting.
 - viii. **Steered the Following to Committees**
 - 1) Resolution to adopt the AAUP (American Association of University Professors) Redbook statements as university guidelines steered to FAPC (port to SAPC any student issues identified)
 - 2) Develop curriculum review policy and procedures steered to APC (broader than CAPC scope) with direction to coordinate with CAPC when curricular review is within CAPC scope.
 - 3) Reconsideration of policies and procedures for academic year contract faculty when asked to work (primarily service work) in the summer without a contract steered to FAPC noting that the 2010-2011 FAPC considered this matter.
 - 4) Reallocation of parking spaces concern steered to RPIPC
 - ix. **Information Items**
 - 1) Department of Theatre changing name to Department of Theatre and Dance
 - 2) Philosophy and Liberal Studies program to become a department. This gave rise to discussion as to whether or not this should be a discussion item or be a full

university senate debate. In the future, there needs to be clear guidelines for such changes due to potential resource allocation issues.

- 3) University Senate Budget \$5000 annual allocation, 2015 retreat expenses paid in full, current balance \$2667.30.

2. **SUBCOMMITTEE ON NOMINATIONS** (SCoN) – Chavonda Mills

Officers: Chair Chavonda Mills, Secretary Craig Turner, No Vice-Chair position for this committee.

- a. **Corps of Instruction List** The annual request to obtain a list of the faculty who are members of the Corps of Instruction has been made to the Office of Academic Affairs.

3. **ACADEMIC POLICY COMMITTEE** (APC) – Donovan Domingue

Officers: Chair Donovan Domingue, Vice-Chair David McIntyre, Secretary John Sirmans

- a. **Meeting** APC met on 4 Sep 2015 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Officers** Elected a Committee Chair and Vice-Chair.
 - 1) Chair - Donovan Domingue
 - 2) Vice-Chair- David McIntyre
 - ii. **Academic Calendar** Other items included a discussion of interest in changing academic calendars. Of particular interest is the use of the last Monday as the last day of classes. No actions were taken on this topic.

4. **CURRICULUM AND ASSESSMENT POLICY COMMITTEE** (CAPC) – Angel Abney

Officers: Chair Angel Abney, Vice-Chair Amy Sumpter, Secretary Nicole DeClouette

- a. **CAPC Operating Procedures** were modified. Specifically, deliberation on information items is deferred to email conversation unless a committee member recommends face to face.
- b. **MED Foundations (CoE)** postponed to next CAPC meeting with four clarifications expressed
- c. **Information Items**
 - i. The French Minor and the Spanish Minor will persist in the Department of World Languages and Cultures.
 - ii. From the Department of Professional Learning and Innovation there is a change in the program. They are proposing a Literacy: Nondegree Certification.
 - iii. From the History and Geography Department. They are proposing an Accelerated BA/MA Program in History (4+1).
 - iv. From the Department of English and Rhetoric. They are proposing an Accelerated BA/MA Program in English (4+1).

5. **SUBCOMMITTEE ON CORE CURRICULUM** (SoCC) – Mary Magoulick

Officers: Chair Mary Magoulick, Vice-Chair Roberta Gorham, Secretary Kay Anderson

- a. **LARP** SoCC will work with the Liberal Arts Renewal Project (LARP) in various ways throughout the process
- b. **New Instructors for GC1Y & GC2Y** SoCC routed paperwork to approve a number of new instructors for various sections of GC1Y and GC2Y.
- c. **GC2Y Courses** SoCC has reviewed and approved two new sections of GC2Y, one of which has made it completely through the approval process: "Transnational Crime" by Charles Ubah in Government and Sociology.
- d. **SoCC Electronic Presence** Please inform your faculty colleagues that forms to propose new Area B sections (GC1Y or GC2Y), as well as forms for global overlays, and all supplementary materials (such as rubrics and former successful proposals) are listed in both D2L (see the SoCC Course in D2L available to all faculty under Georgia View) and on the SoCC website with url <http://intranet.gcsu.edu/socc> Note that unify credentials are required to access either of these two electronic sites.

6. **FACULTY AFFAIRS POLICY COMMITTEE** (FAPC) – Barbara Roquemore

Officers: Chair Barbara Roquemore, Vice-Chair Tom Toney, Secretary Alex Blazer

- a. **Meeting** The Faculty Affairs Policy Committee of the University Senate met on 4 Sep 2015 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Tenure and Promotion Task Force**
 - 1) Lots of feedback from faculty constituencies (some citing institutional statutes language) regarding the Tenure and Promotion Task Force.
 - 2) FAPC recommended that two members of the task force be representatives from FAPC and selected Ryan Brown and Karen Berman as nominees.
 - 3) FAPC recommended that academic units (colleges and library) elect their representatives rather than appointment by deans or volunteers.
 - ii. **Steered To FAPC** Some issues steered to FAPC at the 4 Sep 2015 ECUS-SCC meeting:
 - 1) Reconsideration of policies and procedures for academic year contract faculty when asked to work (primarily service work) in the summer without a contract steered to FAPC noting that the 2010-2011 FAPC considered this matter.
 - 2) Resolution to adopt the AAUP (American Association of University Professors) Redbook statements as university guidelines steered to FAPC (port to SAPC any student issues identified).
- b. **Question** A question from the floor was posed. Did the proposal recommend the number of faculty representatives to be selected from each academic unit (colleges, library)? The answer was No from Barbara Roquemore. Provost Brown followed up and indicated that the Tenure and Promotion Task Force would have eleven members: one Presidential appointee, one Provost appointee, two representatives from FAPC, three representatives from the College of Arts and Sciences, one representative from the College of Business, one representative from the College of Education, one representative from the College of Health Sciences and one representative from the Library. The academic deans have been charged to implement elections within their units with election results due by 28 Sep 2015.

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

Officers: Chair Jan Clark, Vice-Chair Ben McMillan, Secretary Brittiny Johnson

- a. **Meetings** The Resources, Planning and Institutional Policy Committee of the University Senate met on 11 Aug 2015 (Governance Retreat Session) as well as 4 Sep 2015 from 2:00pm to 3:15pm. The following topics were discussed.
 - i. **Governance Retreat RPIPC Session** On August 11, 2015-2016 RPIPC had its first regular meeting at the governance retreat at Rock Eagle.
 - 1) The group approved operating procedures for the committee. A set of tentative issue items for the year were generated. The decision was made to wait to finalize an initial list of potential issue items until the 2014-2015 RPIPC annual report was disseminated at the Sep. 4 meeting.
 - ii. **4 Sep 2015 RPIPC Meeting** in Atkinson 202 from 2:00 pm to 3:15 pm
 - 1) **The RPIPC 2014-2015 Annual Report** was disseminated. Items not completed during the 2014-2015 academic year include:
 - a) Establish a faculty club campus space for current and Emeritus faculty members,
 - b) To provide the option of a printed campus directory at least every five years,
 - c) A Request from SGA to RPIPC to review the common meeting time,
 - d) A revision in the schedule of classes to make visible to students at the time of registration which classes do not require a prerequisite,
 - e) Investigate the creation of an up-to-date campus space utilization policy, and
 - f) Await the anticipated implementation of the 12 month pay option for academic year faculty in 2017 when the current shared services vendor is replaced.

- 2) **New items for consideration** on agenda include
 - a) Recommendations to close the loop on previous revisions to Policy, Procedures, and Practices Manual,
 - b) Pursue campus-wide sustainability/recycling best practices,
 - c) Perceived loss of employee parking spaces over the summer, and questions regarding process of allocating parking to employees, staff, students, and commuters,
 - d) Need for Utility Cart Policy, and
 - e) Align GC policies on Employee drug testing and Education Support Leave with USG policies.

iii. **Actions**

- 1) Inform ECUS that common meeting time issue brought up by SGA was not resolved by RPIPC.
- 2) Consult ECUS about existence of current space utilization policy in senate data base archives.
- 3) Invite Ryan Greene to the 2 Oct 2015 RPIPC meeting to discuss parking and utility cart policies and procedures.
- 4) Invite Mark Pelton and Chris Ferland to the 2 Oct 2015 RPIPC meeting to discuss the 2016-2020 GC Strategic Plan.

iv. **Deliberation**

- 1) A concern from the floor regarding parking was expressed. In particular, there was anecdotal information to suggest that seven students had parked in faculty spaces and that some individuals who may not be faculty seemed to have faculty parking credentials.
- 2) Jan Clark expressed appreciation for this anecdotal information and reminded all present that all RPIPC meetings are open meetings and anyone is welcome to attend to inform committee deliberation. The next RPIPC meeting is scheduled for Friday 2 Oct 2015 from 2:00 pm to 3:15 pm in Atkinson 202.

8. **STUDENT AFFAIRS POLICY COMMITTEE** (SAPC) – None

Officers: Chair Not Yet Elected, Vice-Chair Not Yet Elected, Secretary Not Yet Elected

- a. **Oral Report** When Presiding Officer John R. Swinton invited someone to come forward to provide the SAPC Report, there were no takers. Thus, there was no oral report for SAPC.

9. **STUDENT GOVERNMENT ASSOCIATION** (SGA) – Juawn Jackson

Officers: President Juawn Jackson, Vice President Laura Ahrens, Secretary Altimease Lowe, Treasurer David Gastley

- a. **Student Members of University Senate and its Committees** for the 2015-2016 University Senate include Selected Student Senators Juawn Jackson (serving on SAPC) and Netta Ben-Hashal (serving on SAPC) with Ginny Crowson the SGA Appointee to RPIPC and Barrett Stanley the SGA Appointee to SAPC. Kevin Morris is the Presidential Appointee to SAPC.

b. **80th Anniversary Celebration of SGA**

- i. We will be planning various events for the year to celebrate our 80th Anniversary:
- ii. Various SGA Spotlights: OFSL, GIVE Center, Wellness Center, etc.
- iii. Black Tie Awards Gala

- c. **Fall Elections** SGA just completed fall elections and will be engaged in training this weekend. Our first Senate Session is scheduled for next Friday (25 Sep 2015) at 2:00 pm at City Hall, where we will be greeted by our new mayor.

- d. **State of the Student Body Address** Wed (23 Sep 2015) at 5:00 pm in the Magnolia Ballroom. We invite the University to come out and hear SGA's Plan of Action for this year.

- e. **Question** A question from the floor was offered inquiring if SGA is aware of the challenge in commuting between West Campus and Main Campus. Juawn Jackson indicated that SGA is aware

and noted that shuttle buses between West Campus and Main Campus are now running every eight minutes and that students are being encouraged to use the shuttle rather than drive their cars.

- f. **Commend** A couple individuals commended Juawn Jackson for his recent achievements.
 - i. One commended him for having a picture appearing in Georgia Magazine.
 - ii. One commended him for the speech he delivered at freshman convocation.Juawn Jackson expressed appreciation to those who commended him.

ANNOUNCEMENTS: There were two announcements.

1. **State Charitable Contribution Program (SCCP)** – Renee Fontenot

- a. **Certificates** Each individual employee who participates in the program and donates will receive a certificate indicating the organizations that were supported. This certificate could be posted on her/his office door to encourage others to donate and to potentially support the same charitable organizations.
- b. **How to Donate** The url for online donations (<https://www.giveattheoffice.org/sccp/>) has frequently been provided via the Frontpage email digest and on Front Page. You are encouraged to consult either source for details on how to donate. You are also welcome to call either Renee Fontenot (Faculty) or Jen Yearwood (Staff) for details or to request paper forms for donating.
- c. **Options** You may donate with cash or a check OR participate online. In any case you can make a one-time donation or set up a monthly payroll deduction. Contact Jen Yearwood or Renee Fontenot if you prefer to donate with cash or a check. Weekly throughout the drive, a free breakfast will be awarded by random drawing. If you donate, you are eligible to win the free breakfast each subsequent week of the drawing.
- d. **The Georgia College Foundation** is now among the organizations to which you can donate.
- e. **Rationale** This program consolidates requests so that we get one request to donate rather than a separate request from each participating organization.
- f. **Customize** You can customize your donation and specifically identify the particular amount you wish to contribute to each organization you choose to support.
- g. **Question**
 - i. An individual present at the meeting asked if the previous year's donations were automatically replicated if no action was taken.
 - ii. The answer was "No, the system does not automatically replicate last year's donations. Each year, you must login to participate and make a donation. One option is to make the same allocation as you did the previous year."

2. **University Senate Representatives** – John R. Swinton

- a. **Summary** John R. Swinton indicated that there were four committees seeking a total of six university senate representatives. He reminded those present that he had circulated details regarding each of the opportunities (see attached document called *UniversitySenateReps*) by email to university senators. He requested that those interested in serving contact him by email. The four opportunities are
 - i. LARP (Liberal Arts Renewal Process) (1 representative requested)
 - ii. Parking and Transportation Advisory Committee (2 representatives requested)
 - iii. Administrative Systems and Banner Advisory Committee (1 representative requested)
 - iv. Mandatory Student Fee Committee (2 representatives requested)
- b. **Mandatory Student Fee Committee** Susan Allen indicated that populating the Mandatory Student Fee Committee was time sensitive. She invited Craig Turner and John Swinton to serve. Craig Turner accepted and John Swinton declined. John Swinton invited nominations including self-nominations. None were forthcoming. *Note: During the preparation of these minutes, David McIntyre and Craig Turner were named as the university senate representatives to this committee.*

OPEN DISCUSSION: There were no items of open discussion.

ADJOURN:

1. **ATTENDANCE AND THE SIGN-IN SHEET** John R. Swinton requested that each individual present at the meeting sign the university senator attendance sheet or guest sign-in sheet on their way out if they hadn't already signed in.
2. **MOTION TO ADJOURN** As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 4:36 p.m.

SUPPORTING DOCUMENTS:

1. The document *StrategicPlanningDetails* (pdf and MSWord formats) is attached as a supporting document for both the Provost's Report and the Strategic Plan Update.
2. The document *UniversitySenateReps* (pdf and MSWord formats) is attached as a supporting document for the University Senate Representatives Announcement.
3. The document *RenewedFocusWhitepaper* (pdf format) is attached as a supporting document for the University Senate Representatives Announcement.