

**Georgia Perimeter College, Georgia State University  
Consolidation Implementation Committee**

Minutes of the meeting held September 4, 2015  
Centennial Hall, Georgia State University

Attendees: Scott Hardy, Paulos Yohannes, Ingrid T. Sellers, Deatrice Willis, Sheryl Shanholtzer, Patti Gregg, Diane Hickey, Jim Rasmus, India Blackburn, Sheila Garland, Vincent June, Paul Hudson, Debra Denzer, Connie Sampson, Nicholas Marinelli Jr, Keith Sumas, John Milsaps, Todd Hendricks, Charles Gilbreath, Allison Calhoun-Brown, George Rainbolt, Beth Jones, Craig Lipsey, Russel Ruediger, Jamie Fernandez, Tammy Sugarman, Joan Cranford, Sara Weigle, Carol Winkler, Beth Jones, Sally Roberts, Mark Hoeting, Darryl Holloman, Tarrah Mirus, Sri Rajasekaran, Dan O'Leary, Jonathan Gayles, Sebastian Parra, Mary Beth Walker, Bharath Parthasarathy, Rob Watts, Randy Stuart, Mark Becker, Peter Lyons.

**1. Approval of Minutes**

The minutes of August 21, 2015 were approved.

**2. Review of Committee Recommendations**

**Committee 3** Arts and Sciences:

Committee Co-Chairs-Carol Winkler, Paulos Yohannes

All recommendations from this committee were approved.

**Committee 14** Assessment of Institutional Effectiveness:

Committee Co-Chairs-Peter Lyons & Patricia Gregg

All recommendations from this committee were approved.

**Committee 20-1** Calendar and Schedule:

Committee Co-Chairs-Shari Schwartz, Tarrah Mirus

All recommendations from this committee were approved.

**Committee 20-2** Ceremonies:

Committee Co-Chairs-Shari Schwartz, Tarrah Mirus

- 1. Recommends that the new University will host a general commencement ceremony as one large event with graduating students from all degree programs (except Ph.D. And J.D.) being recognized in a large group format in the Georgia Dome setting in the Fall and Spring of each academic year. Colleges will have**

**individual convocations (~~generally held the same day~~) in which certificate recipients may be recognized and names may be potentially called for all graduates. The exact format for the convocations is in the hands of the individual colleges in conjunction with the University Events Office:**

The location and expectation are consistent with practices of other institutions of similar size and mission. The importance of the experience and memory is still captured through this recommendation while being cognizant of time and space needs for the new University.

- 2. Recommends that candidates for summer degree conferral be allowed to participate in the commencement ceremony held the preceding spring in cases in which the student has registered from remaining degree requirements summer term:**

This is consistent with practices at other Universities. Currently GPC only hosts one commencement per year, so this will likely increase commencement participation from the two-year educational track students.

- 3. Recommends that diplomas remain the same in format and size (adding) as is currently in place.**

The diploma size is often based on level (Currently GPC diplomas are 8 ½ x 11. GSU diplomas are 11 x 17. The use of color and foils is consistent as well as the language that appears on the diplomas). This is common with other two year and four year institutions. Keeping the size different also coincides with the fees charged when students apply for graduation.

All other recommendations from this committee were approved.

**Committee 20-3** Preparation of Merged Catalogues:  
Committee Co-Chairs-Shari Schwartz, Tarrah Mirus

All recommendations from this committee were approved.

**Committee 20-4** Registration:  
Committee Co-Chairs-Shari Schwartz, Tarrah Mirus

**The following recommendations were approved by the CIC with change in wording as noted:**

3. Recommends that to be certified as full time, students must carry a minimum of 12 semester hours. ~~However, a course load of 30 semester hours per year is required in order for students to complete degree requirements at the associate level in 2 years and at the bachelor's level in 4 years.~~ Half time course load is 6-11 semester hours. Exceptions for overload are based on academic standing. ~~These will be aligned at the time of implementation.~~

4. Recommends that students can elect to audit a course by permission of the instructor or department chair during the **regular late** registration time period as outlined on the academic calendar with the exception of Learning Support courses.

19. Recommends that Dean's and President's Lists should apply to students in both 2-year and 4-year degree programs. ~~Distinctions for Signature Experiences and recognitions for Global and City Scholars should apply only for 4-year students.~~

20. Recommends using a GPA of (adding) **less than** 2.0 to trigger Warning, Supervision, Probation, and Exclusion statuses for undergraduates:

Recommendations NOT approved by the CIC:

5. Recommends that 2-year degree students not be allowed to participate in cross registration. Cross registration is based on agreements with the Atlanta Regional Consortium for Higher Education, ARCHE. (Georgia State is a partner with ARCHE. GPC has not been):

Based on core requirements and minimal electives at the 2-year, associate level, it will not help progression to degree. Cross registration is restricted to courses not offered at the home institution.

Good idea but needs to be addressed in the future.

8. Recommends that students are expected to attend class in order to gain command of concepts and materials of their courses of study. As such, the University does not mandate the number or percentage of absences that are acceptable but suggests a guideline of 15 percent for collegiate level and 10 percent for learning support and English as a second language for determining an excessive level of absence. Specific class attendance policies are at the discretion of the instructor in accordance with the policies of the department and college. Excused absences are recognized in the following cases: University sponsored events, legal obligations, and religious observances:

Helps to ensure student learning and progression to degree. Aligns policies.

**Needs to be rewritten for better/more clarity.**

**9. Recommends that students be allowed to withdraw with a grade of W a maximum of six times in their undergraduate career at Georgia State. Students on a 2-year educational track will have a limit of 3 and will receive a notification once they have two withdrawals. Advising interventions will be put in place to educate and guide students on this policy:**

This brings better alignment between policies across the consolidated university and supports compliance with federal Satisfactory Academic Progress (SAP) policies. The limit does not apply for up to two semesters in which all courses are withdrawn prior to midpoint. Withdrawing from all courses a third semester results in grades of WF if the limit has been reached. Courses are awarded the W based on the date and time in which the withdrawals occurred. Students can make an appeal when the sixth withdrawal is reached to shift the last W to another course in which it would have been the 7th for 4-year track students and shift the 3rd for 2 year students. Emergency, military, withdrawals are not included in the six limit, nor are withdrawals from semesters prior to fall 2006 for those on the 4 year level track. Withdrawals from other institutions, withdrawals due to nonpayment or withdrawal grades of WF do not count in the limit. Withdrawals for students in the 2-year track prior to Fall 2016 will not be counted in the limit.

**Needs to be rewritten: concerns that GPC transfer students will be at a disadvantage to all other transfer students if this recommendation is implemented as written.**

**11. Recommends that in the judgment of the Dean of Students, a student may be withdrawn from the University for non-academic reasons when it is determined that the student has demonstrated behavior that a) poses a significant danger or threat of physical harm to the person or property of others; or b) interferes with the rights of other members of the university community or with the exercise of any proper activities or function of the university or its personnel. Except in situations in which the student is believed to be an imminent threat to others, as determined at the sole discretion of the University, a student shall, upon request, be accorded an appropriate hearing prior to the final decision. Students will be assigned grades of W or WF, depending on whether they have exceeded their maximum number of withdrawals allowed and when the withdrawal is being requested (prior to or after midpoint):**

Provides for a means to address disciplinary situations and ensure a secure environment for students, faculty and staff. Aligns institutional policies.

**Needs to go to Legal.**

**14. Recommends that grade modes and symbols associated with grades be aligned:**

Certain symbols and codes such as a #, GP (grade pending) and others are used similarly. These will be aligned within the new Banner student record system.

Others like IP for in progress will be reinstated for 2 year level courses for consistency. Data shows the majority of faculty at GSU use standard grades without plus/minus. GPC has not used plus/minus since 1976. Implementing a more specific grade point scale may not be in the best interest of the students, particularly at the 2-year, associate level. At the very least the committee recommends eliminating the C-. Students cannot transfer with a C- nor does it meet prerequisites.

**Needs to be rewritten.**

**16. Recommends that when a student passes away before completing all assignments in a course a grade of W will be posted. However, if the student has completed more than half the work required for the course and earned a grade of A or B in that work, the instructor may submit a change of grade to award the student a grade of A or a B:**

Align policies based on current practice. No formal policy existed at GPC.

**Needs to be rewritten. Suggested wording: “consistent with current GSU policy.”**

**18. Recommends that starting of Fall 2016, transfer credit grades will be included in the overall grade point average and a transfer credit grade point average will be reflected in Banner for 2-year students (as it is for 4-year students currently):**

Aligns policies in coordination of transfer articulation being entered within the student record system for advising and financial aid purposes. Aligns the transcript legend for overall grade point average. Currently GPC students receive transfer credits, but not transfer GPA. All prior course work is entered into Banner.

**Needs to be rewritten: needs clarity on exactly how this policy will affect students.**

**29. Recommends that a review be conducted to ensure that timelines for graduation audits are aligned between the two institutions. Audits must be done prior to registration for the last semester in which a student will be required to enroll. Final audits will be done within the Registrar’s Office:**

Aids in progression and helps to eliminate problems with students not being registered appropriately for their remaining courses. Aligns practices across the consolidated university.

**Needs to be rewritten: Will there be a “hold” placed barring registration?**

All other recommendations from this committee were approved.

**Committee 20-5** Clock, Course and Room Scheduling:  
Committee Co-Chairs-Shari Schwartz, Tarrah Mirus

- 1. Recommends that a production schedule and process coordination similar to that in place at GSU presently be followed to ensure that scheduling is done in a timely manner each semester:**

Access to update actual course data within the student record system will be limited to assigned college schedulers with college schedulers meeting on a regular basis to ensure university-wide coordination. The schedule for each upcoming term will be created by using the previous like term data as a base.

**Withdrawn: current practice that will continue.**

All other recommendations from this committee were approved.

**Committee 29** Auxiliary Services:  
Committee Co-Chairs-Beth Jones & Craig Lipsey

The following recommendations were approved by the CIC with change in wording as noted:

4. Recommends that executing one RFP for retail dining services for July 2016 ~~with services for~~ All resident halls remain as an Insourced Dining operation.

6. Recommends consolidation to a single card system for declining balance transactions. ~~Also referred to as "closed loop" or "stored value" accounts these include: PantherCash (GSU), JBucks (GPC), Panther Prints (GSU), Paw Prints (GPC), Bookstore voucher (GPC), departmental billing (GPC) and all other accounts associated with transactions made exclusively to an on-campus card system:~~

7. Recommends consolidation of Safety & Risk management functions into auxiliary services. ~~for Department of Administrative Services (DOAS) programs and financial accounting to include Building, Land, Lease, Inventory Program" (BLLIP) which is a state-wide database utilized by all State agencies, Property, Liability, Workers Compensation, ADA, Auto Liability and Auto.~~

All other recommendations from this committee were approved.

**Committee 30** Budget:  
Committee Co-Chairs-Denise Floyd & Amy Jurgens

**2. Recommends addressing non-standard chartfields – dept, account, project, et al: Georgia State University will create necessary non-standard chartfields within its financial system based on structure of new college:**

The Office of Budget & Planning at Georgia State University will work with the administration of the newly formed college for Georgia Perimeter to determine what new non-standard chartfields are needed in PeopleSoft and will add the identified chartfields. This recommendation is consistent with current operating procedures at Georgia State University.

**Withdrawn: no longer necessary.**

**Committee 32** Procurement:

Committee Co-Chairs-Michael Davidson & Jim Barnaby

All recommendations from this committee were approved.

**Committee 34-1** Campus Master Planning:

Committee Co-Chairs-Ramesh Vakamudi and Scott Hardy

All recommendations from this committee were approved.

**Committee 34-2** Physical Plant:

Committee Co-Chairs-Ramesh Vakamudi and Scott Hardy

All recommendations from this committee were approved.

**Committee 37-2** Emergency Planning and Communication

Committee Co-Chairs-Connie B. Sampson & Nicholas Marinelli

All recommendations from this committee were approved.

3. Other Consolidation Items

Still awaiting Chancellor's Office approval of the organizational charts and HR process.

4. President's Remarks.

We are about to launch the search for the Vice Provost and Dean of Perimeter College. Look for that to come out in the next week.

Next Meeting: October 23, 2015 from 9:00 to 11:00 in Centennial Hall.