

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

Minutes of the meeting held July 16, 2015
Centennial Hall, Georgia State University

Attendees: Dabney Dixon, Bharath Parthasarathy, Darryl Holloman, Debra Denzer, Veronique Barnes, Jim Rasmus, Paul Hudson, Anthony Coleman, Regina Davis, Jamie Fernandez, Allison Calhoun-Brown, Russel Dylan Ruediger, Barbara Obrentz, Joan Cranford, John Medlock, Tammy Sugarman, Ingrid T. Sellers, Sara Weigle, George Rainbolt, Mark Hoateng, Patricia Gregg, Scott Hardy, Vincent June, Gwen Benson, Jonathan Gayles, Todd Hendrick, Sarah Cook (with an H!), Julius Whitaker, Connie B. Sampson, Peter Lyons, Randy Stuart, Rob Watts, Shelley Nickel, Mark Becker

Approval of Minutes

The minutes of June 19, 2015 were approved.

Review of Committee Recommendations

Committee 1-1 Overall Structure:

Committee Co-Chairs-President Becker, President Watts

The new overall institutional structure was approved.

Committee 1-2 College Structure:

Committee Co-Chairs-President Becker, President Watts

The new overall college structure was approved.

Committee 7 General Education and Core Curriculum:

Committee Co-Chairs-John Medlock, Stuart Noel

With the exception of the following all recommendations from Committee 7 General Education and Core Curriculum were approved.

3. Recommends that the core Areas A-E for Georgia State University and Georgia Perimeter should be consolidated in keeping with University System of Georgia requirements to form a single core curriculum:

As a single institution, the new Georgia State University will be served by one core curriculum that applies to students in both associate's and bachelor's programs. The consolidation of the GPC and GSU core Areas A-E, along with

similar reconciliation of Area F requirements for individual majors, should enhance the efficient progression of associate's students into bachelor's programs. A consequence of the implementation of the new core curriculum should also be an expansion of course options for all Georgia State students, but particularly those in associate's programs.

Item was tabled for further distribution and feedback on recommendations.

Committee 10 Honors Programs:

Committee Co-Chairs-Larry Berman, Jeff Portnoy

All recommendations from this Committee 10 Honors Programs were approved.

Committee 11 International Programs:

Committee Co-Chairs-Jun Liu, Veronique Barnes

With the exception of the following all Committee 11 International Programs recommendations were approved.

7. Recommends that admissions and enrollment/placement policies are clarified and communicated to relevant units to ensure that students' instructional needs are met. This includes transfer policies from GSU-IEP to GPC and GPC to GSU:

It is important for college completion that ESL students be accurately identified at admissions and advised effectively of the ESL programs available in order to increase retention and college/university completion. Students who are not correctly identified as ESL risk failure in the first semester and are at increased risk for dropping out. All ESL applicants, whether International graduate undergraduate students, or resident ESL undergraduates seeking matriculation into the new GSU, need to receive accurate information about all available ESL programs in order to receive the support available that enhances course and college/university completion.

Recommendation referred back to committee, to engage with all relevant groups to ensure structure for all ESL programs

8. Recommends that the IEP and ESL faculty and staff within both institutions work collaboratively to identify and implement streamlined pathways to graduation at both institutions for increased student success at the consolidated institution:

BOR requires Proof of English language proficiency for admission to both GSU and GPC although requirements are specific to each. One of the tests (in addition to TOEFL & IELTS) accepted as proof of language proficiency for admission to both GSU and GPC is Georgia State's Test of English Proficiency (GSTEP). Provisionally admitted GSU students may also be placed in the GSU IEP courses using the GSTEP. GSTEP is used for admissions purposes only at GPC.

Currently, a GSTEP score of 4 is required. However, data on GPC ESL student persistence indicates that a GSTEP score of 3 better represents the level at which students can successfully complete limited collegiate coursework while co-enrolled in GPC ESL courses.

Referred back to Committee with request to coordinate with Committees 7 (Gen Ed & Core Curriculum) & 8 (Advising, Mentoring, Tutoring and 1st Year Programs) on this issue.

Committee 12 Library:

Committee Co-Chairs-Tammy Sugarman, Julius Whitaker

All Committee 12 Library recommendations on the agenda were approved.

Committee 16 Research, Scholarship, Creative Activity, Grants and Sponsored Operations:

Committee Co-Chairs-James Weyhenmeyer, Glenn Pfeifer

With the exception of the following all Committee 16 recommendations on the agenda were approved.

6. Recommends that the current Office of Grants and Sponsored Programs (OGSP) at GPC provides pre- and post-award services to the five GPC campuses of the new GSU as a departmental office reporting to the Director, “Office of Sponsored Proposals and Awards” at GSU:

This recommendation addresses the tasks of “Address Grants and Sponsored Projects Operations (Pre-award and Post-award)” and “Address Research, Scholarship and Creative Activity related to Grants/Contracts”. GPC’s OGSP provides pre/post-award services to the five GPC campuses.

Recommendation this item was withdrawn: It is a structural issue in the purview of the administration.

7. Recommends fringe benefit rate agreement and vacation payout policy currently in place for GSU be extended to cover all employees under the new GSU:

This recommendation addresses the task of “Determine implications for fringe benefit rate calculations including vacation payout under the new GSU.” GPC does not have a negotiated fringe benefit rate and operates on a cash basis. GPC’s indirect cost reserves, which contain enough funds to cover vacation payouts for all current grant funded GPC employees, will be transferred to GSU. Therefore, it is recommended that GSU’s current fringe rate and vacation payout policy be applied to all employees under the new GSU.

Recommendation was referred back for new language (e.g. insert “for individuals supported/appointed on grants that the” or similar) to be added in consultation with Committee 35 Human Resources.

Committee 29 Auxiliary Services:

Committee Co-Chairs-Beth Jones, Craig Lipsey

With the exception of the following, all Committee 29 Auxiliary Services recommendations were approved.

5. Recommends that the shuttle services be used primarily for the downtown GSU campus with no further recommendation warranted for other campus locations:

- 1) There is not a current shuttle service at the other campus locations;
- 2) The current transportation program is supported by a \$50/semester student fee paid by the downtown GSU campus students;
- 3) There does not appear to be a need for shuttle services at the other campuses.

Withdrawn: Already in place.

7. Recommends that GPC employees be integrated into the GSU Travel Program through Travel, Inc. which is with the State of Georgia Accounting Office:

- 1) Consistency of travel program for the New GSU;
- 2) Cost savings on travel for the institutions through reduced airfares available through State negotiated airfares;
- 3) Provides for less of a financial burden to the employee for the airfare paid with the institutional credit card with this program. The charge is moved at a later date to the proper department expenditure account.

Withdrawn: Already in place.

Committee 35 Human Resources:

Committee Co-Chairs-Linda Nelson, Jim Rasmus

With the exception of the following items all recommendations from Committee 35 Human Resources were approved. Note: a number of recommendations from the committee were removed from the agenda prior to the meeting as not pertaining to consolidation.

2. Recommends using Georgia State University’s grievance procedural process, but use language from Georgia Perimeter College’s grievance process, to enhance the current policy:

Processes are based on the BOR's requirement that institutions have a grievance process for employees.

Referred to Committee 28 Legal.

3. Recommends that with regard to the grievance procedural process that changes be made to applicable deadlines to ensure continuity and consistency throughout the process:

Processes are based on the BOR's requirement that institutions have a grievance process for employees.

Referred to Committee 28 Legal.

Committee 36-8 Academic Technology/Center for Instructional Innovation:
Committee Co-Chairs-Julian Allen, Tracy Adkins

All recommendations on the agenda for Committee 36-8 were approved. Note some items were removed from the agenda by the committee prior to the meeting.

Committee 37-1 Public Safety and Security:
Committee Co-Chairs-Connie B. Sampson, Nicholas Marinelli

With the exception of the following all recommendations from Committee 37-1 Public Safety and Security were approved.

5. Recommends changing titles of Public Safety Officer I, II, and III. As well as changing Public Safety Dispatcher I, II, and III to Communications Officers I, II and III:

Recognized by GA POST as Police Officer and not Public Safety Officer. GPC currently has the position titles listed correctly with HR.

This item was referred to Committee 35 Human Resources

9. Recommends Police Department include Police Operations, Physical and Security Management, Emergency Management, Key Control and Security:

Currently both agencies include Police, Security and Key Control. Parking is currently under GPC but will be handled by Auxiliary Support and Services after the consolidation.

This item was withdrawn: It is an operational issue within the purview of the administration.

Next Meeting August 21, 2015 from 11:30 to 1:30 Centennial Hall or Georgia Dome.