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**CONSOLIDATION IMPLEMENTATION
COMMITTEE (CIC)
May 24, 2017**

**Armstrong Center, Ballroom A
Armstrong State University Campus
10:00 a.m.**

MINUTES

I. Welcome

The meeting was called to order at 10:00 AM.

Dr. Bleicken and Dr. Hebert welcomed the CIC members and guests to the meeting. They thanked the members for their continued focus on the guiding principle of student success during the consolidation process.

Dr. Hebert asked that discussion and consideration of the OWG 3-1 recommendation on academic structure be moved to the end of the agenda.

II. Consolidation Business

Noted during the meeting: With regard to plans to use specific tools or resources (e.g. software licenses), an OWG recommendation does not constitute a contractual agreement.

III. Review of OWG Recommendations

A. OWG 3-10: Public Health

The following two recommendations were approved by consensus of the CIC with no objections.

1. Recommends the continued offering of five (5) Master of Public Health (MPH) concentrations on the Statesboro campus and one (1) MPH concentration on the Savannah campus.

2. Recommends that the Council on Education in Public Health (CEPH) accredited MPH concentration offered on the Savannah campus will be folded into the Jiann-Ping Hsu College of Public Health (JPHCOPH) as part of the overall college CEPH accreditation. All MPH concentrations will be harmonized with respect to the core curriculum, the capstone experience, and the practicum experience.

The following recommendation was returned to the OWG with a request to provide more clarity in the rationale.

3. Recommends that the Bachelor of Science in Public Health (BSPH) will continue to be offered as part of the Jiann-Ping Hsu College of Public Health (JPHCOPH) and the Public/Community Health track of the Bachelor of Health Science (BHS) degree will continue to be offered as part of the Waters College of Health Professions. To reduce confusion between the BSPH and the BHS track in Public/Community Health, the name of this track will be changed to Health Promotion & Wellness.

B. OWG 5-4: Faculty Development

The following four recommendations were approved by consensus of the CIC with no objections.

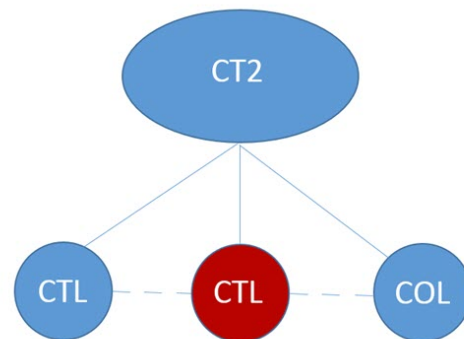
1. Recommends that the consolidated office as the Centers for Teaching and Technology (CT2), according to the following structure. This structure acknowledges our staff members' desire to work together while simultaneously recognizing that our campuses are different and that change takes time. This structure will enable us to work effectively through the transition to decide which programs to maintain, which programs to reconfigure, and what new programs we should develop.

CT2= consolidated office

Blue CTL= Center for Teaching and Learning at Statesboro campus

Maroon CTL= Center for Teaching and Learning at Armstrong Campus

COL= Center for Online Learning at Statesboro Campus:



2. Recommends conducting faculty development needs assessments for all three campuses.
3. Recommends reviewing and coordinating the following major initiatives of Armstrong's Center for Teaching and Learning and Georgia Southern's Centers for Teaching and Technology (coordinating with IT Services as needed) to align with our consolidated center's new mission and to respond to the needs assessment:
 - a) New faculty orientation
 - b) Advanced certifications for online faculty
 - c) Faculty learning communities
 - d) Summer fellowships/faculty institutes
 - e) Teaching and learning conferences
 - f) Teaching consultations
 - g) Scholarship of Teaching and Learning
 - h) Web accessibility for online media
 - i) Technical training and support for faculty:
4. Recommends faculty on all three campuses continuing to have access to training and peer review via Quality Matters.

C. OWG 6-4: Honors Programs and Undergraduate Research

The following recommendation was approved by consensus of the CIC with the following change noted: replace all instances of "both" with "all."

1. Recommends that the Honors curriculum, advisement, co-curricular opportunities, and requirements will be allocated appropriately to students on ~~both~~ all campuses, working toward a consistent, common, and equitable Honors experience on ~~both~~ all campuses.

The following recommendation was approved by consensus of the CIC with no objections.

2. Recommends that the students from each institution who are currently enrolled in Honors will be allowed to complete Honors under the requirements in place when they entered the program.

Per Randy Stuart, the following two recommendations were pulled from the agenda and not considered for approval at this time.

3. Recommends that the consolidated Georgia Southern University through the division of Academic Affairs provide Undergraduate Research opportunities to all students seeking Associate's and Bachelor's degrees and collects assessment data.
4. Recommends that Undergraduate Research services, access, and symposia will be provided to students on all campus locations. Each campus will work collaboratively to encourage participation in, and promote faculty mentoring for, student's research and creative endeavors, including applying for research grants and research assistantships. Equitable structures and award systems will be established on all campuses to facilitate faculty support for Undergraduate Research.

The following recommendation was approved by consensus of the CIC with no objections.

5. Recommends that Honors Day/Awards Convocations should be held on each campus and consideration should be given to creating an additional shared event for the top overall students.

D. OWG 6-5: International Programs and Study Abroad

The following four recommendations were approved by consensus of the CIC with no objections.

1. Recommends that the consolidated Georgia Southern University adopt a strategic plan for internationalization that supports all campuses.
2. Recommends that cross-cultural/intercultural events continue on each campus as appropriate to campus needs, resources, and population size
3. Recommends examining and standardizing International Student Orientation to provide equivalent but tailored support and services to meet international student needs on each campus of the consolidated Georgia Southern University.
4. Recommends extending GS's current J Exchange Visitor program to include the Armstrong and Liberty campuses of the consolidated Georgia Southern University as sites of activity as appropriate.

The following recommendation was approved by consensus of the CIC with the following change noted: spell out "Primary Designated School Official" with the acronym in parentheses to follow.

5. Recommends that the current **Primary Designated School Official (PDSO)** of Georgia Southern communicate with the Department of Homeland Security regarding compliance for updating Form I-17 and combining SEVIS records for the consolidated institution upon final approval by SACS and the USG BOR.

The following two recommendations were approved by consensus of the CIC with no objections.

6. Recommends that tasks related to international student admissions be removed from the ASU international office and handled by a designated staff member in the Office of Admissions of the consolidated Georgia Southern University.
7. Recommends the continuation of GS's and ASU's existing study abroad programs, exchange programs, and all related MOUs after an evaluation for redundancy, and updating all MOUs with the name and academic requirements of the consolidated Georgia Southern University.

The following recommendation was approved by consensus of the CIC with the following changes noted: spell out "Responsible Officer," "Designated School Official(s)," and "Alternate Responsible Officer(s)" with the acronyms in parentheses to follow.

8. Recommends the adoption of GS's current model of International Student & Scholars Services for all campuses into one centralized structure with a single PDSO and **Responsible Officer (RO)** located at the Statesboro campus, with reporting **Designated School Official(s) (DSO)** and **Alternate Responsible Officer(s) (ARO)** appointed as necessary for other campuses.

E. OWG 6-7: MOWR

The following recommendation was returned to the OWG with a request to conduct further research to revise and/or support admission criteria.

1. Recommends that admission criteria for MOWR will be: 1) age 16, HS junior status, or permission of the director of Admissions; 2) HS GPA of 3.0; and 3) test scores equivalent to those for new freshman admission at the Statesboro campus or Accuplacer scores of similar rigor.

The following two recommendations were approved by consensus of the CIC with no objections.

2. Recommends that the MOWR program will integrate: communication for recruitment and advising; courses approved for MOWR with USG and DOE; and,

the process for approving scholarships. Advising and textbook distribution will continue to be offered in Statesboro and Savannah.

3. Recommends requiring orientation for all MOWR students in conjunction with existing university orientation programs.

F. OWG 7-1: Research Services and Sponsored Programs

The following recommendation was approved by consensus of the CIC with no objections.

1. Recommends that the indirect cost rate will remain the same for current awards. Upon completion of the consolidation the new GSU will use GSU's current negotiated rate

G. OWG 8-1: Admissions

The following recommendation was approved by consensus of the CIC with no objections.

1. Recommends using one undergraduate application for the new university.

The following recommendation was returned to the OWG with a request to conduct further research and propose a plan for the implementation of new admission requirements as addressed in the rationale.

2. Recommends maintaining separate undergraduate admissions requirements by campus. Requirements are to be determined.

The following three recommendations were approved by consensus of the CIC with no objections.

3. Recommends integrating undergraduate recruitment practices and materials.

4. Recommends combining application process best practices to a single set of new undergraduate admissions operational procedures.

5. Recommends a single undergraduate application fee be assessed for both applications beginning with applications submitted for the fall 2018 term.

H. OWG 8-4: Orientation & Family Programs

The following four recommendations were approved by consensus of the CIC with no objections.

1. Recommends that Orientation and Family Programs at Armstrong be housed in the Office of Admissions
2. Recommends aligning orientation programs to serve the specific needs of students on each campus of the new university
3. Recommends one orientation cost structure for students and guests based on student type.
4. Recommends that Family Programs address the needs of students' families and supporters on all campuses through campus-specific programming and services.

I. OWG 10: Athletics

The following recommendation was approved by consensus of the CIC with no objections, but with a request to amend the rationale to include students on all *three* campuses rather than *two*.

1. Recommends that the Georgia Southern Athletic Department hosts athletic events at the Armstrong campus contingent on availability of dates based on existing game contracts, future schedules and facilities.

The following recommendation was approved by consensus of the CIC with no objections.

2. Recommends that access to all Georgia Southern athletic events be provided to current Armstrong State students, effective Fall 2017.

The following recommendation was approved by consensus of the CIC with the following changes requested (noted in red below) to broaden the access to selected home games on the Armstrong and Statesboro campuses.

3. Recommends that limited transportation be provided to ~~Armstrong State~~ students ~~between campuses for home football games and select weekend baseball and basketball games~~ selected home athletic events, effective Fall 2017.

The following recommendation was approved by consensus of the CIC the following change noted: insert “, in conjunction with the Division of Student Affairs,” after “determines.”

4. Recommends that current club sports and the recreation and wellness department programs at Armstrong State University be granted access to the athletic facilities in Savannah while the Georgia Southern Athletic Department, **in conjunction with the Division of Student Affairs**, determines how to best utilize these facilities.

J. OWG 12-3: Public Relations and Media

The following four recommendations were approved by consensus of the CIC with no objections.

1. Recommends developing an integrated public relations plan in order to showcase strengths of all three Georgia Southern University campuses and to move toward consistent external messaging.
2. Recommends creating a new Crisis Communication Plan that incorporates best practices and crisis messaging from each university by Jan. 1, 2018.
3. Recommends developing a comprehensive public relations plan to place local, regional and national stories showcasing the new Georgia Southern's campuses in Savannah and Hinesville.
4. Recommends combining internal communications at Georgia Southern University and Armstrong State University into one internal communications plan, which will be managed by the Office of Marketing and Communications for the new Georgia Southern University beginning Jan. 1, 2018.

K. OWG 12-5: Social Media

The following six recommendations were approved by consensus of the CIC with no objections.

1. Recommends developing a social media communication plan, which would run from January 2018 through July 2018, announcing the upcoming consolidated social media presence for the new Georgia Southern University to target audiences.
2. Recommends that Marketing and Communications staff from Armstrong State University and Georgia Southern University review social media management program options to choose one that is robust enough to manage social media communication needs for all three campuses, with room for future growth.

3. Recommends auditing all official social media accounts associated with Armstrong State University and Georgia Southern University in order to develop a unified content and branding social media strategy plan.
4. Recommends drafting and instituting a social media policy for all three campuses in the consolidated Georgia Southern University.
5. Recommends instituting social media training guidelines that will support the social media policy for the new Georgia Southern University.
6. Recommends consolidating Armstrong State University's Facebook page and Liberty Center Facebook page into Georgia Southern University's existing Facebook page. A communications campaign will be launched to encourage current Armstrong Facebook followers to follow Georgia Southern and/or Armstrong alumni social media channels. A deactivation of Armstrong's primary social media accounts will be completed before the start of the Fall 2018 semester.

L. OWG 16-2: Counseling Services

The following three recommendations were approved by consensus of the CIC with no objections.

1. Recommends a shared electronic medical records system, Titanium, be utilized across all campuses and transition begin as soon as possible.
2. Recommends moving Armstrong's Counseling Center towards International Association of Counseling Services (IACS) accreditation standards.
3. Recommends developing a comprehensive Counseling Center Policy & Procedure manual that is compliant with IACS accreditation standards and addresses both areas of consistency on both campuses and areas of necessary unique practice to each campus.

M. OWG 16-5: Student Conduct and Academic Integrity

The following two recommendations were approved by consensus of the CIC with no objections.

1. Recommends consolidating the Judicial Databases into one using the current database.
2. Recommends that Georgia Southern University will operate under one Code of Student Conduct.

N. OWG 16-6: Dean of Students

The following three recommendations were approved by consensus of the CIC with no objections.

1. Recommends synchronizing all policies, procedures, and services to all Georgia Southern University students from the Dean of Student Office(s) including Support and Resources, Crisis Recovery, Faculty Notification, Complaints, Communication, Hardship Withdrawals and AOD Programs.
2. Recommends aligning the membership and protocols of the Behavioral Assessment Teams.
3. Recommends ensuring student complaints are documented and forwarded to appropriate departments for investigation and resolution. Resolutions will be logged in accordance with SACSCOC regulations.

O. OWG 17-3: Preserving Traditions and History

The following recommendation was approved by consensus of the CIC with no objections.

1. Recommends maintaining history through traditions, displays, pictures, and events.

The following recommendation was approved by consensus of the CIC with the following changes requested (noted in red below):

2. Recommends that digital/video presentations be created to keep the history alive **of both institutions, prior to and through consolidation. regarding the consolidation of the two units.**

P. OWG 17-6: Leadership and Volunteer Programs

The following recommendation was approved by consensus of the CIC with no objections.

1. Recommends aligning the structure and procedures for service-learning on the Savannah & Liberty campuses with those currently in use on the Statesboro campus.

Q. OWG 3-1: Organization and Structure

Two organizational charts for the academic structure of the new university were presented: faculty-supported chart submitted for consideration by Dr. Richard Flynn on May 17 and the original chart as proposed by the OWG on May 10. Dr. Hebert asked Dr. Robert Pirro to act as proxy for Dr. Flynn, who was unable to attend due to previously scheduled travel.

Dr. Pirro presented a brief statement on the rationale for the faculty-supported structure, which featured a combined College of Humanities, Arts, Behavioral, and Social Sciences, housing three schools: Arts and Humanities, Interdisciplinary Studies, and Behavioral and Social Sciences. Additionally, it was noted that the economics and finance programs were combined into one department in the College of Business.

After extended discussion, Dr. Hebert called for consensus on the following items, all of which were approved.

Recommends that the academic structure of the consolidated university consist of the following:

- Allen E. Paulson College of Engineering and Computing;
- College of Education;
- Don and Cindy Waters College of Health Professions;
- Jiann-Ping Hsu College of Public Health;
- College of Science and Mathematics;
- College of Business, including separate departments for Finance and Economics.

Additionally, the following items were approved by consensus:

- Recommends that the Center for International Education report directly to the provost and not be housed under any particular college;
- Recommends that the Department of Philosophy become the Department of Philosophy and Religious Studies.

Dr. Hebert called for a show of hands to indicate approval of either 1) the faculty proposed structure of a combined College of Humanities, Arts, Behavioral, and Social Sciences, or 2) the originally proposed structure of a separate College of Arts and Humanities and a College of Behavioral Sciences. The tally was 11 in favor of the

faculty proposed structure, 15 in favor of the originally proposed structure, with 1 abstention.

- The CIC will move forward with the originally proposed structure of a separate College of Arts and Humanities and a College of Behavioral Sciences. Dr. Hebert expressed a commitment to provide resources/focus to the interdisciplinary efforts between and among the various departments within what will now be two colleges and a commitment to review the actual implementation of this structure and revisit as necessary.

IV. Future CIC Meetings

- A. Wednesday, June 7, 1:00 - 3:00 p.m., Georgia Southern campus
- B. Wednesday, June 28, 2:00 - 4:00 p.m., Armstrong campus
- C. Wednesday, July 12, 2:00 - 4:00 p.m., Georgia Southern campus
- D. Wednesday, July 26, 2:00 - 4:00 p.m., Armstrong campus
- E. August - TBD

V. Conclusion

The meeting ended at 12:22 PM.

Respectfully submitted,
Trina R. Smith