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### CIC Meeting Minutes

Georgia Southern University Consolidation Implementation Committee

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**CONSOLIDATION IMPLEMENTATION COMMITTEE (CIC)****MINUTES****June 28, 2017****Student Union, Ballroom BC  
Armstrong State University**

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**I. Welcome**

The meeting was called to order at 2:02 PM.

Dr. Bleicken began the meeting by thanking members of the CIC, FA co-chairs, and OWG members for their hard work over the past six months. She announced that this was her last CIC meeting and introduced Dr. Jennifer Frum to the CIC. Dr. Frum has been appointed the interim president for Armstrong State University, effective July 1 through December 31, 2017.

Dr. Hebert thanked Dr. Bleicken for her guidance and diligence throughout the consolidation process and welcomed Dr. Frum to the CIC. He also thanked members of the CIC, FA co-chairs, and OWG members for their commitment to collaboration and hard work. He recognized the efforts of the Armstrong and Georgia Southern police departments for their actions to merge the two departments and to create a spirit of fellowship among the UPD staff. He challenged the CIC to use the UPD example to think more globally about the consolidation process.

**II. Consolidation Business**

None to report.

**III. Review of OWG Recommendations on the Consent Agenda****A. OWG 3-1: Organization and Structure**

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

1. Recommends that membership on academic area RACs (Regents Advisory Committees) be determined by the Provost for the new university, in collaboration with the academic deans.
2. Recommends that the new Georgia Southern follow the current GASOU model, by fully participating in eCore.

3. Recommends that BA degree programs in the new Georgia Southern require either a minor or equivalent approved concentration of 15 semester hours (including a minimum of 9 upper division credits). Further, recommends that BA degree programs include a foreign language requirement (corresponding to the 2<sup>nd</sup> semester of intermediate level in a language) or equivalent proficiency in a computer programming language, consistent with the current USG freshman entrance requirements.

B. OWG 3-2: Science

The following two recommendations were tabled so that they could be included as part of a planning retreat focusing on academic programs. This retreat is scheduled for July 19 and 20. After consideration at the retreat, the items are expected to be returned to the CIC for approval in late July.

1. Recommends that the consolidated Georgia Southern University use Georgia Southern courses (prefixes, numbering), degree programs (BA/BS with a major in Geology, BA/BS with a major in Geography), and Minors in Geology, Geography, and Geographic Information Science. One Armstrong course will be retained in the Geography electives/minor.
2. Recommends that the consolidated Georgia Southern University use Georgia Southern courses (prefixes, numbering) for the courses and Minor in Military Science.

C. OWG 3-3: Computer Sciences

The following two recommendations were tabled so that they could be included as part of a planning retreat focusing on academic programs. This retreat is scheduled for July 19 and 20. After consideration at the retreat, the items are expected to be returned to the CIC for approval in late July.

1. Recommends that the consolidated Georgia Southern's Bachelor of Science in Information Technology degree contain three tracks and retain the course prefixes (IT) and numbering of the current Georgia Southern. Some courses will be merged and new courses created in the combined program of study. The Bachelor's of Information Technology (BIT) on the Armstrong campus will be taught out.
2. Recommends that the consolidated Georgia Southern University retain the Armstrong Associates of Science with Cybersecurity track, undergraduate certificate in cybersecurity and the minor in cybersecurity. Armstrong courses will need new prefixes and numbers (IT xxxx).

#### D. OWG 3-4: Engineering

The following four recommendations were tabled so that they could be included as part of a planning retreat focusing on academic programs. This retreat is scheduled for July 19 and 20. After consideration at the retreat, the items are expected to be returned to the CIC for approval in late July.

1. Recommends that primary mode for all courses will be face-to-face with the potential for synchronous course offerings.
2. Recommends that both campuses develop common protocol and disseminate the same information regarding REPP applications, advising and transfer.
3. Recommends that current REPP programs on both campuses have a large enrollment and neither is a low producing program.

*Noted: The recommendation above is more of a statement rather than a recommendation. Consider rewording.*

4. Recommends continuing to offer REPP courses at both campuses with some course modifications which have been provided on a separate file (see below). All GSU engineering courses not addressed in this file should remain in GSU's catalog as part of a viable program at the Statesboro campus, while allowing for the possibility of being offered at the Armstrong campus. Terminate the engineering concentration within Armstrong's Associates of Science Degree.

#### E. OWG 3-11: Nursing

The following twelve recommendations were tabled so that they could be included as part of a planning retreat focusing on academic programs. This retreat is scheduled for July 19 and 20. After consideration at the retreat, the items are expected to be returned to the CIC for approval in late July.

1. Recommends the following courses in Area F as pre-requisite courses for all undergraduate nursing programs:
  - a. Anatomy and Physiology I
  - b. Anatomy and Physiology II
  - c. Microbiology
  - d. Pathophysiology
  - e. Lifespan Development

2. Recommends the nursing programs be offered in the following delivery mode:
  - a. Traditional Pre-licensure BSN – fully on campus
  - b. Accelerated Pre-licensure BSN – hybrid/blended excluding lab and clinical experiences
  - c. LPN – BSN Advanced Placement Track – fully on campus
  - d. RN – BSN – 95% online excluding lab and clinical experiences
  - e. MSN in Chronic Care Management – fully online excluding lab and clinical experiences
  - f. BSN – DNP – 95% online excluding lab and clinical experiences
  - g. Post Master’s DNP – fully online excluding lab and clinical experiences
  - h. Post Master’s Certificates – 95% online excluding lab and clinical experiences
3. Recommends a single traditional pre-licensure BSN curriculum.
4. Recommends a single accelerated BSN (ABSBN) option.
5. Recommends a single LPN – BSN track within the traditional BSN program.
6. Recommends a single RN – BSN curriculum.
7. Recommends a single MSN curriculum with a focus on Chronic Care Management.
8. Recommends eliminating the certificate program in Multiple Chronic Conditions and incorporating the core content in to the MSN in Chronic Care Management.
9. Recommends eliminating the certificate program in Nursing Education and creating a nursing education track in the existing MSN program.
10. Recommend continuing certificate programs in the following:
  - a. Family Nurse Practitioner
  - b. Acute Care Nurse Practitioner
  - c. Adult Gero Primary Care Nurse Practitioner
  - d. Psychiatric Mental Health Nurse Practitioner
11. Recommends continuing a single BSN – DNP program with the following tracks:
  - a. Family Nurse Practitioner
  - b. Acute Care Nurse Practitioner
  - c. Adult Gero Primary Care Nurse Practitioner
  - d. Psychiatric Mental Health Nurse Practitioner

12. Recommends continuing a single Post Master's DNP program.

F. OWG 3-12: Education

The following recommendation was were tabled so that it could be included as part of a planning retreat focusing on academic programs. This retreat is scheduled for July 19 and 20. After consideration at the retreat, the item is expected to be returned to the CIC for approval in late July.

1. Recommends adopting a draft BSEd in Health and Physical Education program, which will be a blend of current programs at both institutions. Pending further curriculum development and review, the degree program will be offered on both campuses.

G. OWG 4-1: Core Curriculum

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

1. Recommends that in support of the new Georgia Southern University mission and the general education of our students, the new Georgia Southern University adopt the Core Curriculum Student Learning Outcomes (SLOs) listed below, pending the faculty approval process and subsequent approval by the Council on General Education. Area B for the new institution will be Global Perspectives:

A.1 Communication Skills

Students will use research and analysis to produce written communication adapted appropriately for specific audiences, purposes, and rhetorical situations.

A.2 Quantitative Skills

Students will apply mathematical knowledge using analytical, graphical, written, or numerical approaches to interpret information or to solve problems.

Area B: Institutional Options-Global Perspectives

Students will recognize and articulate global perspectives across diverse societies in historical and cultural contexts.

Area C: Humanities/Fine Arts and Ethics

Students will identify and critically examine human values expressed in historical and contemporary cultural products.

Area D: Natural Sciences, Mathematics and Technology

Students will use scientific reasoning and methods, mathematical principles, or appropriate technologies to investigate natural phenomena.

Area E: Social Sciences

Students will articulate and analyze how political, historical, social, geographical, or economic forces have shaped and continue to shape human behaviors and experiences.

H. OWG 5-1: Faculty Governance

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

1. Recommends that Sections 109.01 and 109.02 of the current GS Faculty Handbook be adopted for the combine Faculty Governance Structure for the new Georgia Southern University.

I. OWG 5-3: Faculty Processes/Resources

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

1. Recommends that faculty contracts will be administered through the Provost Office utilizing the current Georgia Southern University templates which align with the USG guidelines. Three copies of the contract will be mailed to each faculty member as soon as the Budget Office provides the salary data. Two signed copies will be returned to the Provost Office.
2. Recommends “checking off” task of Faculty Processes/Resources OWG to compare the Faculty Handbooks of Armstrong State University and Georgia Southern University with goal of producing one Faculty Handbook as a consolidated institution.

J. OWG 8-1: Admissions

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

1. Recommends using one graduate CRM (Customer Relationship Management) system for all campuses.
2. Recommends using a common graduate application for admission for the new university. This will exclude programs currently using third-party applications, as they will continue to utilize their current application systems.
3. Recommends the graduate admissions office is housed in the Jack N. Averitt College of Graduate Studies.
4. Recommend the new Georgia Southern University Jack N. Averitt College of Graduate Studies have no minimum undergraduate Grade Point Average (GPA) for admission to the graduate college however, individual graduate programs will

be allowed to establish minimum GPA requirements for admission into their respective programs.

5. Recommends having a single minimum TOEFL and IELTS admission requirement for all graduate programs.

K. OWG 9-3: Fundraising

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

1. Recommends that Armstrong State University and Georgia Southern University consolidate university fundraising efforts.
2. Recommends that the Georgia Southern University Athletic Foundation, Inc. and the operations of its Athletic development staff remain a separate 501© 3 organization. The Georgia Southern University Foundation and the Georgia Southern University Athletic Foundation will continue to collaborate with university development staff in the development of a strong donor-centered model.

L. OWG 11-1: University Foundations-Properties

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

1. Recommends reconciliations for replacement reserves will continue to be performed in order to maintain current and accurate balances of available funds for potential PPV capital improvement programs.
2. Recommends continued compliance with all reporting requirements for tax exempt bonds. Both Universities are in compliance to date.
3. Recommends the list of properties owned by the Georgia Southern University Foundation and the Armstrong State University Foundation have been reviewed and identified.
4. Recommends continued compliance with required notification for tax-exempt debt outstanding for PPV projects. Both Universities are in compliance to date.
5. Recommends continuation of current practice for Facility Condition Assessments as is in place at both Armstrong State University and Georgia Southern University.

6. Recommends continued use the BoR Pooled Insurance Program as administered by Arthur J. Gallagher RMS to insure adequate continuous coverage.
7. Recommends pursuing refinance of any bond series that are eligible for refinance and meet requirements for savings as specified by BoR policy.

M. OWG 12-6: University Website

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

1. Recommends revising key top-level pages and strategically redesigning the home page on the current Georgia Southern website by January 2018 in order to provide comprehensive information about the consolidated university.

The following recommendation was approved by consensus of the CIC with the addition of the following sentence at the end of the paragraph: “Student-facing websites need to be updated by January 2018.”

2. Recommends all existing essential content from Armstrong State University and Georgia Southern University be incorporated into the revised Georgia Southern site by July 2018, with any content that needs to be preserved to be migrated by end of 2018. **Student-facing websites need to be updated by January 2018.**

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

3. Recommends review of all existing microsite and vanity URLs to make sure they are integrated, redirected, or discontinued by December 2018.
4. Recommends using and enhancing the current Armstrong State University archive site to archive Armstrong material that will not be migrated to the consolidated Georgia Southern University website.

N. OWG 12-7: Video and Photography

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

1. Recommends analyzing and consolidating all existing video and photography assets at Armstrong State University and Georgia Southern University, including photo and video files, hardware, software and distribution systems, to create an integrated, efficient production model for the consolidated university.

O. OWG 14-1: Budget

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

1. Recommends a common database system (PeopleSoft) will be used for the new Georgia Southern University.
2. Recommends the President and his cabinet define the allocation process for the new consolidated University.
3. Recommends utilizing PeopleSoft Budget Prep and Georgia Southern's institutional developed Budget Amendment System for the original budget preparation process.

P. OWG 14-2: Business Operations and Contracts

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

1. Recommends that assets be transferred using the previously approved database consolidation model of  $A+B=A$ , meaning that Armstrong assets will be converted into Georgia Southern PeopleSoft Asset Management System following development of data mapping criteria by members of this workgroup in coordination with USG Financial contact staff members.
2. Recommends following the  $A$  (GA Southern) +  $B$  (Armstrong) =  $A$  (New Ga Southern) system conversion model for consolidating the PeopleSoft Financial System when the systems are consolidated effective July 2018.
3. Recommends Vice President–Finance and Operations and Chief Business Officer to be the authorized signer for the new University operating and payroll bank accounts.
4. Recommends following USG finance consolidation contact guidance that as of January 2018 the two institutions will maintain separate BB&T bank accounts but the name of each account will be changed to Georgia Southern University utilizing institution A Federal ID number. In July 2018, when financial systems of the two universities are merged financial transactions will flow through the BB&T bank account of institution A. The bank account of institution B will remain open for a period of time to allow clearance of outstanding bank transactions. Following a short transition period the accounts of institution B will be closed.

5. Recommends following USG finance consolidation contact guidance that as of January 2018 the two institutions will maintain separate investment accounts with SunTrust in the USG Investment Pool but the name of each account will be changed to Georgia Southern University utilizing institution A Federal ID number. In July 2018, when financial systems of the two universities are merged financial transactions will flow through the SunTrust investment account of institution A and investment balances of institution B will be transferred to consolidated investment account.

Q. OWG 14-5: Bursar

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

1. Recommends using Touchnet Information Systems, Inc. for IRS reporting and delivery to students the IRS 1098T tuition statement as currently utilized by Armstrong.
2. Recommends using Arctic International, LLC's software system, Glacier, to report taxable income as required on certain international contractors, students, staff and faculty.
3. Recommends that both campuses will enhance and expand the use of Touchnet Marketplace online receipting system for collection of non-tuition related miscellaneous charges.
4. Recommends that the Georgia Southern business process of not providing petty cash reimbursements from the Bursar's Cashier location will be implemented for the New University.
5. Recommends that BDMS/App Extender, currently utilized by both campuses, continue to be the document archiving system used by the Bursar's Office in the New University.

R. OWG 15-1: Infrastructure

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

1. Recommends adopting the existing Georgia Southern University Security Awareness Policy and prepare a new Security Awareness Program that will continue to meet or exceed the University System of Georgia IT Handbook.

2. Recommends a gap analysis of the University System of Georgia (USG) Information Technology (IT) Handbook be performed against the New University IT Systems and policies/standards.
3. Recommends utilizing the existing Georgia Southern University Information IT System Security and Configuration Standard.
4. Recommends establishing a central data management program for critical university information held within Information Technology (IT) systems, including a Data Loss Prevention (DLP) system that will identify, locate, and manage sensitive/confidential university information held within IT systems.
5. Recommends utilizing current malware prevention systems on each campus for years zero and one. In year one, the need for a DNS blackhole solution will be reviewed.
6. Recommends establishing a central Domain Name System (DNS) for the Statesboro, Armstrong and Liberty campuses.
7. Recommends the Armstrong and Georgia Southern Information Technology (IT) system inventories be consolidated, then, high risk systems should be identified, security assessments should performed, risks should be identified and remediated.
8. Recommends utilizing the existing Georgia Southern Incident Response Process and Procedure for the new University.
9. Recommends utilizing the existing Georgia Southern Incident Response Process and Procedure for the new University.
10. Recommends utilizing the existing Georgia Southern University Information Technology Policies, Procedures, Standards and Processes.
11. Recommends that all server and clusters remain compliant with all policies and meet the requirements as described in the in the USG IT Handbook.
12. Recommends adopting the current Surveillance Policy in place at Georgia Southern University for the new University.
13. Recommends establishing a Telecommunications solution that will facilitate inter-campus dialing between the Statesboro, Armstrong and Liberty campuses.
14. Recommends utilizing the existing Georgia Southern Vulnerability Management Standard for the new University.

S. OWG 15-2: Enterprise Applications

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

1. Recommends using existing Georgia Southern identity and access management systems and procedures for constituents of the New University. Armstrong employees and students will receive new Georgia Southern accounts to access Georgia Southern resources starting in Spring 2018.
2. Recommends that the learning management system for the new university use the A instance. The LMS will provide an online course space for all Banner course sections and other online courses used by the new Georgia Southern University community.
3. Recommends using the existing Georgia Southern University portal (MyGeorgiaSouthern) for students and employees of the New University. Recommendation is supported by the co-chairs of the following OWGs: 8-1, 8-2, 12-2, 14-2, 16-4, 16-5, 16-6, and 17-5.
4. Recommends consolidating all reservable space for the Georgia Southern and Armstrong/Liberty Center campuses into a single instance of the 25Live solution (A+B=A). This recommendation originated and is supported by Registration, Degree Audit, & Graduation OWG 8-3.
5. Recommends that the Georgia Southern Active Directory become the primary attribute authority for web and desktop authentication for constituents of the New University. Armstrong employees and students will receive new Georgia Southern credentials to access Georgia Southern resources in Spring 2018.
6. Recommends that the new University use Axiom Elite as the data management hub between 3<sup>rd</sup> party sources and Banner and between mission critical web forms and Banner. This recommendation originated in and is supported by the Admissions OWG 8-1 and would follow the A + B = A model. Both Georgia Southern University and Armstrong State University currently utilize Axiom Legacy.
7. Recommends that the new University use CampusLogic for Financial Aid's document collection and verification system. This recommendation originated and is supported by the Financial Aid OWG 8-2. This would be an adoption of an A+B=A model.
8. Recommends that the consolidated university continue using Respondus Lockdown Browser and ProctorU for online testing.

9. Recommends that the consolidated university utilize existing educational technologies under an A+B=A model, and that only one standard technology be identified for a given function. This recommendation includes Respondus, Instructional Video Streaming/Storage and Lecture Capture (Kaltura), Web Conferencing Tool (WebEx), Turnitin, Student Response (iClicker, etc.), and Qualtrics.
10. Recommends that the new University utilize Gmail for email for faculty and staff. The adoption of an A+B=A solution will be used to provide email accounts for faculty and staff of the New Georgia Southern University. In person department engagements will be scheduled will all Armstrong departments between January and June of 2018 to migrate all emails and data into their new account. All Armstrong Faculty and Staff will receive their new georgiasouthern.edu email address in January 2018.
11. Recommends that the new University utilize Gmail for email for students. The adoption of an A+B=A solution will be used to provide email accounts for students of the New Georgia Southern University. All Armstrong students will receive their new georgiasouthern.edu email address in late February 2018. Armstrong students will use their armstrong.edu account and email address through Spring and Summer 2018 for Armstrong resources, but they will use their new georgiasouthern.edu account and email address for Fall 2018 registration, financial aid, and other Georgia Southern resources.
12. Recommends that the new University keep all three reporting solutions including Business Objects, Pyramid Analytics, and Argos Enterprise Reporting during consolidation. The new University will adopt the reporting solution that currently exists with each adopted consolidated business practice.
13. Recommends that the new University use EverFi digital course management software. This recommendation originated in and is supported by the Dean of Students OWG 16-6. This would be an adoption of an A+B=A model.
14. Recommends that the new University use VisualZen Orientation reservation software for orientation registration. This recommendation originated in and is supported by the Orientation & Family Programs OWG 8-4. This would be an adoption of an A+B=A model.
15. Recommends that the current Georgia Southern University WordPress Content Management System be used for the new University's consolidated website. This would be an adoption of an A+B=A. This recommendation is supported by marketing OWG 12-6.

T. OWG 15-3: General Support

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

1. Recommends that the new Georgia Southern University adopt a model of  $A+B=A$  where A is the current Georgia Southern University model for Desktop Management. The recommended model would utilize System Center Configuration Manager (SCCM) for Windows devices and JAMF for MAC devices.
2. Recommends utilizing the current Georgia Southern University IT Device Standards Model for campus-wide IT equipment purchases. The adoption of an  $A+B=A$  model is proposed. Where A is the current Georgia Southern University device standard.
3. Recommends that the new Georgia Southern University adopt a model of  $A+B=A$  where A is the current Georgia Southern University model for Endpoint Security. The recommended model would utilize System Center Endpoint Protection (SCEP) for University devices (excluding mobile devices). All University devices will abide to the security standards set by the Information Security office.
4. Recommends that the new Georgia Southern University adopt a model of  $A+B=A$  where A is the current Georgia Southern University model for File services – File & Print Sharing. The model includes the current standards providing 1GB of personal network storage for faculty and staff; university departments would be allocated 10GB of network storage and that all departmental network printers and multifunction devices be registered into Microsoft Print Server Management.
5. Recommends that the new Georgia Southern University should adopt a model of  $A+B=A$  where A is the current GS Audio Visual Standard, Installation and Support model.
6. Recommends using the current Georgia Southern University IT purchasing practices for the new university. The adoption of an  $A+B=A$  model is proposed.
7. Recommends that the new Georgia Southern University adopt a model of  $A+B=A$  where A is the current Georgia Southern University model for Lab Management. The recommended model would utilize System Center Configuration Manager (SCCM) as the solution for Windows devices and JAMF for MAC devices.
8. Recommends creating a consolidated single portfolio that captures all required license and maintenance agreements for the new University. The adoption of an  $A + B = C$  model is proposed.

9. Recommends using the current Georgia Southern University Life Cycle Replenishment schedule guideline for computer replacements. The current guideline indicates refresh eligibility every four years for student technology fee funded computer labs and Faculty/Staff laptops and tablets. Faculty/staff workstations will be eligible for replacement every five years; or if the workstation is out of warranty and repair is not feasible; or if there is adequate justification that it does not meet the requirements of the user's job.
10. Recommends that a unified service desk be located at the Statesboro campus with a single system to track and document customer requests at all campus locations. This model will utilize the current GSU MyTechHelp case management system.
11. Recommends that Georgia Southern University/Armstrong State University consolidate the virtual desktop services with an A+B= A model (where A=Georgia Southern University and B= Armstrong State University).
12. Recommends the implementation of a single, consolidated outlet for the communication of technology training opportunities/materials for the New University. This recommendation represents an A+B=C model as this would be a new service initiative that does not currently exist.
13. Recommends that Armstrong project management will be assimilated into the current project management processes for Georgia Southern. The project manager at from Armstrong will be placed under the PMO office of Georgia Southern. The PPM tool used by the new project office will be SmartSheets, currently used by Armstrong project management.

#### U. OWG 15-4: Research Computing

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

1. Recommends continuing to support High Performance Research Computing with resources currently available at the Statesboro Campus, and expand the offering to the Armstrong and Liberty Campuses.

#### V. OWG 15-5: Banner

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

1. Recommends the consolidated Banner system retain the original Georgia Southern IDs, Third Party Sourced IDs, and PIDMs (spriden\_id,

gobsrid\_sourced\_id, spriden\_pidm). Armstrong State students, faculty, staff, and alumni will be assigned a Georgia Southern ID. This recommendation supports the  $A + B = A$  consolidation model where A equals Georgia Southern University and B equals Armstrong State University.

W. OWG 16-3: Disability Services and Testing

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

1. Recommends consolidating the internal processes and operations of disability services at GSU and ASU.
2. Recommends identifying one student information database and one student accommodation interface for all three campuses. We recommend Student Accommodation Manager (SAM) for the student information database and Accommodate by Symplicity for the student accommodation interface.

X. OWG 16-4: Health Services

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

1. Recommends complying with Board of Regents Policy for Health Insurance requirements and centralize and automate SHIP process, while maintaining individual campus contacts.
2. Recommends consolidating the current Armstrong Immunization Compliance process into the current Georgia Southern process. All Georgia Southern students will submit immunization records through Eagle OSH – Health Center Online in the university.

Y. OWG 17-1: Campus Recreation Programming & Facility Operations

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

1. Recommends the continuation of recreation programs and facility offerings on both campuses. Align processes and policies that create efficiency, comply with general university procedures, and ensure quality customer service.
2. Recommends offering services to all Georgia Southern students, faculty, staff, spouses/partners, and dependents regardless of campus affiliation as long as appropriate user fees are met.

3. Recommends that leadership, administration, and management of all Armstrong campus indoor and outdoor athletic facilities be transferred to the Department of Recreation and Wellness.

Z. OWG 17-2: Fraternity and Sorority Life

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

1. Recommends adopting BANNER tracking currently used by the Georgia Southern Office of Fraternity and Sorority Life and implement on all campuses.
2. Recommends combining Fraternity and Sorority Life operating policies and procedures, while maintaining the integrity of chapters on each campus.

AA. OWG 20-1: Public Safety

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

1. Recommends maintaining existing ORI numbers assigned by GCIC at both campus locations and submit a request to have the agency name identifier changed to read Georgia Southern University Public Safety.
2. Recommends maintaining current phone numbers and lines at both campus police departments.
3. Recommends having all P.O.S.T. certified members of Armstrong PD placed on the Georgia Southern PD roster with the Ga. P.O.S.T. Council.
4. Recommends all two-way radios be programmed so they may be used at all campus locations as well as with all emergency responder agencies in the counties where the campuses are located.

BB. OWG 20-2: Emergency Planning and Communication

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

1. Recommends implementing an interim crisis communication protocol, effective on the date the Armstrong and Georgia Southern University Police Departments consolidate. This interim protocol will integrate Georgia Southern's Chief of Police into Armstrong's existing Crisis Communication Plan and will strategically

coordinate the flow of information at both universities in the event of a crisis at the Armstrong campus in Savannah or the Armstrong Liberty Center in Hinesville before the overall consolidation process is complete.

2. Recommends revising current Emergency Action Plans (EAP) at Armstrong State University and Georgia Southern University to correspond with the new framework, policies and procedures of the consolidated university.
3. Recommends maintaining the existing framework and protocol for emergency operations at Armstrong State University and Georgia Southern University until the consolidation is approved by the Board of Regents of the University System of Georgia, except for one interim amendment to the current crisis communications protocol at Armstrong that has been submitted for CIC review.
4. Recommends selecting a single, unified mass communication system vendor by January 2018 and launching the system, with users trained and ready, by August 2018.

CC. OWG 21: ERM, Ethics & Compliance

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

1. Recommends the role of Ethics and Compliance Reporting Hotline administrator remain with the position of Chief Auditor (CA) for the new university.
2. Recommends the list of Ethics and Compliance Reporting Hotline authorized users and their contact information be updated once the appropriate individuals have been identified and approved by the Triage Committee.
3. Recommends the Triage Committee members consist of the following positions: Vice President for Finance and Operations, Associate Vice President for Human Resources, Executive Counsel, Chief Auditor, Chief of Police, or their approved delegates.
4. Recommends the escalation contacts (in order of priority) include the following: Chief of Police, Deputy Chief of Police, and Public Safety Dispatch.

DD. OWG 22-2: Division of Responsibilities

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

1. Recommends approving the individual MOU recommendations included in the Master Inventory of Memorandum of Understanding (MOU) document and the “ASU College of Health Professions” and ASU “Summary of OSP Managed Grants & Contracts that Extend Beyond 12/31/17” MOU listings.

EE.OWG 23-1: External Financial Engagement

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

1. Recommends both Universities adhere to the Georgia Department of Audits and Accounts financial engagement schedule and requirements.
2. Recommends the preparation and timelines for Full Disclosure Management Reports (FDMRs) and consolidation of institutional reports be addressed with the Fiscal Affairs Office and Georgia Department of Audits and Accounts.
3. Recommends the Universities coordinate the preparation of the State Comprehensive Annual Financial Report (CAFR), Schedule of Expenditures of Federal Funds (SEFA), Transparency in Government Act (TIGA), Corrective Action Plan (CAP), and other reporting with the appropriate state agency.
4. Recommends each University evaluate open financial engagement deficiencies identified by the external auditors and ensure resolutions are addressed.

FF.OWG 23-2: Internal Audit

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

1. Recommends continuing to use an 18-month rolling audit plan to ensure adequate internal audit coverage for the new University’s campuses and centers.
2. Recommends the internal audit staff at both institutions conduct follow-up work on open audit issues until January 1, 2018. Afterward, remaining open issues will be addressed by the consolidated internal audit department.
3. Recommends the internal audit manuals for both institutions be merged into the University System of Georgia’s System-Wide Audit Manual.
4. Recommends merging the separate internal audit charters for both institutions to create a new charter for the consolidated internal audit function.
5. Recommends naming the department Internal Audit, Risk, and Compliance.

GG. OWG 24: Economic Development, Government Relations and Community Engagement

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

1. Recommends that the Center for Applied Cyber Education (CACE) be retained as an interdisciplinary center coordinating the University's economic partnership and workforce development efforts in the areas of cyber law, cyber warfare, cyber policy, digital forensics, cryptography, healthcare informatics, and social media analytics.

The following recommendation was approved by consensus of the CIC with the following change noted: replace all instances of "track(s)" with "pathway(s)" in the rationale.

2. Recommends continuing to offer two-year degrees at the Liberty Campus in support of work-force development for the Fort Stewart/Liberty County and coastal region of Georgia, particularly in the fields of health professions and business.

IV. Review of OWG Recommendations on the Discussion Agenda

A. OWG 3-12: Education

The following three recommendations, revised and resubmitted at the request of the CIC on June 14, 2017, were approved by consensus of the CIC with no objections.

1. Recommends that coordination of the edTPA process be provided on each campus.
2. Recommends that the consolidation of edTPA processes, policies, documents, and forms be coordinated and involve faculty from each campus during AY 2017-2018 in preparation for implementation in AY 2018-2019.
3. Recommends that support and facilitation be provided for field and clinical experiences, candidate advising, and certification processes on each campus.

B. OWG 6-2: Tutoring and Testing

The following recommendation, revised and resubmitted at the request of the CIC on June 14, 2017, was approved by consensus of the CIC with no objections.

1. Recommends, in accordance with Board of Regents Policy, the development of a testing fee structure for all campuses to ensure testing services continue to be provided, at a minimum, as cost neutral for each respective location:

V. Future CIC Meetings

- A. Wednesday, July 12; 2:00 - 4:00 p.m.; GSU Campus
- B. Wednesday, July 26; 2:00 - 4:00 p.m.; ASU Campus
- C. August meetings to be scheduled as needed.

VI. Conclusion

Dr. Frum shared that she has been learning about both institutions in the past few weeks and has been impressed with the students, faculty, and staff at each. She appreciated the collaborative effort that everyone has put into making the consolidation successful and noted that this was done by keeping the needs of the students as the main priority.

Dr. Hebert introduced Kenyatta Johnson to the CIC and thanked her for the efforts to organize the agenda for today's meeting.

Mr. Fuchko thanked everyone for their preparation and collaboration on today's meeting.

The meeting ended at 2:37 PM.

*Respectfully submitted,  
Trina R. Smith*