Augusta University

Minutes of the University Libraries Assembly
http://www.augusta.edu/library/about/library-assembly.php
Wednesday, March 17, 2020, 2:30 – 3:30 p.m., Virtual Meeting

Call to Order: 2:33 p.m.

Present: Balance, Bandy, Bustos, Davis, Davies, Fredsell, Gallay, Johnson, Kouame, Kubicki, Morgan, Reese, Shipman, Smith, Verburg, Weeks
Absent: Gaines

1. Approval of Minutes (G. Kouame)

    a. First: F. Verburg   Second: N. Reese

2. OLD Business

    a. Course Evaluation Project (L. Smith/R. Bustos)
       Led by Dr. Browder – standardization of student course evaluations

       R. Bustos: The group has provided input on a generic rubric structure on facets that need to be considered for a new course evaluation system as well as specific criteria within those facets/categories. One of the sub-teams has developed a list of peer institutions as well as the questions to be used, and has been reaching out and compiling the information received. Another sub-team developed a list of available software tools to be considered. Our next meeting is scheduled for March 23.

       L. Smith: Literature review of best practices to increase student participation in course evaluations; how many questions should be included; reinforcement of reminding students to complete or requiring students pass/fail; addressing additional issues, such as one evaluation doesn't fit all programs and for how to evaluate multiple instructors.

       Hopeful completion timeframe June 2021.

    b. Student Learning Objectives (K. Davies)

       Initiated for SACS evaluation. Committee formed: M. Johnson, F. Verburg, G. Kouame, and K. Davies, who worked with Brittany Cippolone from Institutional Effectiveness.

University Libraries

Four forms will be used (forms are online and in BOX):
1) instruction evaluation from the instructor (i.e. faculty librarian);
2) instruction evaluation from instruction participants;
3) consultation evaluation from faculty librarian;
4) consultation evaluation from student/staff/faculty.

3. NEW Business

   a. Elections and Senate Committees (J. Davis)
      Senators: Jenn Davis and Nelson Fredsell

      Peter Shipman (Secretary)

      Committees:

      Athletics Committee – Rod Bustos, Nelson Fredsell

      Budget Advisory & University Resources – Kathy Davies

      Committee on Committees – Melissa Johnson

      Curriculum and Academic Policies – Melissa Johnson, Natalee Reese

      Faculty Development Committee– Gail Kouame

      Faculty Rights and Responsibilities – Kathy Davies, Josette Kubicki

      Governance & Communication – Jacob Gallay

      Grievance Committee – Darra Ballance, Melissa Johnson (Chair)

      IT Resource Committee – Rod Bustos

      Promotion & Tenure Committee – Gail Kouame

      Student Affairs – Thomas Weeks

   b. Director's Report (K. Davies)
      i. Annual Report is complete:
         https://www.augusta.edu/library/about/documents/annual_report_fy2020.pdf

      ii. Promotion and Tenure
          1. List will be sent by HR and K. Davies will notify those eligible
          2. Libraries committee will be formed for portfolio review

      iii. Annual Evaluation Cycle

1. COVID-19 most likely will impact goal(s) completion; acknowledge in the evaluation whether a goal wasn't met (with no penalties)

   iv. Resource Alliance Hearing
      1. https://www.augusta.edu/ie/integrated-planning.php#prah
      2. Dr. Kelehear will request an addition $200,000 for the Libraries to be used for resources

   v. In-Person Commencement this May, but will be different ceremonies for different colleges, the details of which are still being planned
      1. No word on faculty attendance requirements, but K. Davies suggests attending embedded/liaison area ceremonies

   vi. Recruitment of under-represented faculty initiative by Dr. Townsend and Dr. Browder
      1. Ideas include a Mentoring program, Visiting scholars, Competitive start-ups such as packages, research grants

   vii. Student Retention Issues
      1. Lack of food
         a. Libraries will host a donation drive for the Open Paws Pantry
            i. Ad-hoc committee formed; S. Bandy will chair
      2. Mental Health
      3. Funding opportunities

4. University Senate (P. Shipman/J. Davis) – see Appendix I

5. University Senate Committee Updates

   a. Athletics Committee (R. Bustos/N. Fredsell)
      i. The Athletics committee did not have a February meeting. At the beginning of February the committee sent out a survey to assess student-athlete mental health – this is still making its rounds through the various teams.

   b. Budget Advisory and University Resources (K. Davies/P. Shipman)
      i. Planning for the upcoming Resources Alignment Hearings
         1. Technology for the CTL is included as a budget request item

   c. Curriculum and Academic Policies (T. Weeks/M. Johnson)
      i. Met on January 11, 2021 and February 8, 2021
      ii. Reviewed several policies
         1. Student Course Load Policy
         2. Study Abroad Policy
         3. Adding, Dropping, and Withdrawing from Courses for Undergraduate Students Policy
         4. Religious Holidays

      iii. In February meeting, Dr. Kelehear discussed enrollment and instruction numbers

d. Faculty Development (S. Bandy/G. Kouame)
    i. Since the last Library Assembly, the University Faculty Development Committee has met regularly on every 3rd Tuesday of each month. Drs. Browder and Kelehear meet with the committee each month.

    ii. The December meeting focused on creating tactics and measurements for the focus goals of the University Faculty Senate. Our areas are in the academic excellence and distance learning.

    iii. In January Dr. Browder met with the committee. A sub-committee was solicited to review nominations and makes 3 recommendations for the Louis Bell Award. Dr. Browder shared that a new website portal for Faculty Development is in development and recommends the Faculty Development Committee be an advisory to this site.

    iv. In February the committee met with Dr. Browder. She asked the committee for volunteers to serve on two new groups: Faculty Mentoring Group and a New Faculty Orientation Advisory Group. The committee next year will be reviewing the Outstanding Faculty Award guidelines for each college and unit, and potentially create an umbrella criteria for each college. The Bell Award will also be reviewed.

    v. One policy was up to review. The committee make recommendations to the Licensure and Education of Faculty Policy.

    vi. March meeting we were informed about Dr. Browder's two initiatives for resource budget allocation: Recruiting & Retaining Underrepresented Faculty and the Provost's Mentor Fellows Program. We are reviewing tactics suggested for the Faculty Development Committee from the University Faculty Senate strategic goals/plans and finalizing them.

e. Faculty Grievance (M. Johnson/D. Balance)
    i. Reviewed the Individual Conflict of Interest Policy and the Compliance and Ethics Complaints Policy
    ii. Worked with the Student Affairs committee on an Anti-Harassment Policy
    iii. Currently working on goals and tactics for the Grievance Committee and will be meeting (probably Dec. 1) to finalize them
    iv. There are no grievances in process at this time

f. Faculty Rights and Responsibilities (N. Reese)
    i. Ongoing review of policies

g. Governance and Communication (N. Reese/J. Gallay)
   i. Ongoing planning for development of a faculty senate newsletter
   ii. Currently verifying committee and sub-committee memberships

h. Instructional Technology (R. Bustos/J. Gaines)
   i. The IT committee recently reviewed a set of IT/security-related policies that were sent to us by the Policy Advisory Group. Back in late January, we had a tour of the Security Operations Center at the Cyber Building and also of the university data center located in the Annex building.

i. Promotion and Tenure (G. Kouame)
   i. Working to align university P&T guidelines with what is being done at the college level in terms of promotion from lecturer to senior lecturer. This is done at the college level only – figuring out how/whether to address it in the university guidelines

   ii. Allowing for faculty who would like to add a statement to their portfolios about how COVID has impacted their work. Statement would go after the CV in the portfolio. Can also add a note for the potential impact of COVID on the effort allocation page

   iii. Discussing whether or not to allow for pausing the P&T clock for newly hired faculty this past year

   iv. Suggesting to add a table to the portfolio where evaluators from each level can check off using the same language to describe candidate's work (outstanding vs. Exceeds expectations, for example)

j. Student Affairs (T. Weeks/J. Davis)
   i. Reviewing Sexual Misconduct Policy with Faculty Rights and Responsibilities Committee
   ii. Reviewing Religious Holidays Policy with Curriculum and Academic Policies Committee
   iii. Reviewing Student Manual

6. Announcements
   a. Sandra Bandy asked about putting Libraries posters in Scholarly Commons; Sandra will go through the posters she has over the next several months and contact authors
      i. Gail Kouame also suggested featuring them on the data visualization wall in CTL
      ii. Melissa Johnson suggested hanging them up around the Libraries, as well

Next Libraries Assembly meeting: Wednesday, March 17, 2020, 2:30 – 3:30 p.m., Virtual

Adjournment

1. Dr. Keel
   a. Listening sessions for new USG Chancellor scheduled 3/4, 3/5, 3/8 – check email notice.
   b. Gov. Kemp allowing K-12 educators to begin receiving the vaccine this week, *but this did not extend to USG faculty and staff at this time*; primary concern with having schools open, but USG will continue to explore how to include AU faculty and staff in that directive. Demand for vaccine is greater than the supply.
   c. USG bonus for full-time faculty and staff must come from AU operating budget (not appropriated by the state) and AU admin is seeking USG guidance on how to do this. Not sure when the funds will become available.
   d. Question from faculty about faculty authority to change instructional mode based on covid conditions. Keel – faculty cannot change instructional mode without permission from above dean level.
2. Provost MacKinnon
   a. Has met five of the colleges on his listening tour.
   b. To meet growth goals, a strategic enrollment plan is being put together.
   c. Online education plan including marketing and recruitment is being put together.
3. B. Cippolone – AUFS strategic plan moving forward; the four areas of engagement (Shared Governance, Academic Excellence, Distance Education, and Communication & Branding) were shared with LibFac last month; a fifth area was added this past month – Processes & Policies. The draft PDF with details is attached ("AUFS Strategic Plan – 02-20-21.pdf"); all LibFac must read.
4. GA Legislative Updates – R. Keen, M. Miller, A. Blackwood, A. Lovett.
   a. No legislation to report on but crossover is one week away.
   b. Legislative session ends Mar. 31.
   c. Contact External Relations for questions about pending bills or how to get involved.
5. Feb AUFS Meeting Minutes approval – tabled.
6. Bylaws Update – Bylaws were approved by Executive Committee; bylaw changes were deemed non-substantive, so no further approval by AUFS required. Attached file ("Bylaws-Clean").
7. Course evaluations task force update – K. Browder. (Smith and Bustos are LibFac reps). PDF of slide deck to follow.
8. Extra-Duty Compensation policy approved. (Attached)
9. Telework, Flextime bundle of policies approved, with Human Resources input. (Attached). Note: policies apply to GA-based workers; SC or other states need to work out details because of taxes, etc.
10. Add, Drop, Withdrawing from Courses policy approved. (Attached)
11. Required Documentation of Licensure Certification policy approved. (Attached)
12. Religious Holiday policy approved; edits come from suggestions by Student Affairs. (Attached).
13. Committee reports
14. AUFS Chair P. Basciano
    a. Chancellor search listening sessions are important.
    b. Dean of Libraries dates: Mar 9/10, Mar 15/16, Mar 22/23, and Mar31/Apr01.
    c. AUFS Committee on Committees. Important to know who is on each committee this month so preparatory work for FY22 can begin promptly.
    d. Resource alignment hearing for AUFS – 3/25.

    e.   Resource allocation for unspent funds – one-time requests put forward by BAUR will be put forward during budget hearings (expect feedback by 3/29); the recurring requests (ex: Writing Center personnel) will be put forward in another budget bucket.

    f.   Draft AUFS Strategic Plan – see attached document from #3 Cippolone.

        1)   ALL LIBFAC SHOULD REVIEW THE PLAN.

        2)   ALL LIBFAC SHOULD DIRECT QUESTIONS AND COMMENTS TO SENATORS DAVIS OR SHIPMAN, OR CHAIR BASCIANO.

15. Treasurer A. Balas – unspent funds because no assembly meetings were held; approx. $10K available for use elsewhere. See Balas to suggest how these funds could be spent.

ProVost Dr. MacKinnon

- Vaccine student clinic launched March 29, 2021
- Resources Alignment Hearings – 19 hours last week
    - Mid-May the University will find out about allocation from Chancellor, then University will plan budget
- Strategic Enrollment Initiative Plan
    - Will look at workforce needs (i.e., what areas aren't being supported by current curriculum)
    - Developing new academic programs
        - Will explore what's needed to create and support new programs (e.g., services, faculty, resources)
- Online Education Initiative
    - June 2021 TBD plan for growing and supporting online education

Dr. Tiffany Townsend - Diversity, Equity, and Inclusion

- Online Training released to students
    - Faculty previously took this in January
- Climate Survey & Diversity Audit (see screenshots from slides below)

Focal Area 1: Communication

54% of students were unsure or didn't believe that a reporter would be treated fairly

15% of students experiencing an adverse event reported it

59% of faculty and staff were unsure or didn't believe that a reporter would be treated fairly

21% of faculty and staff experiencing an adverse event reported it

Focal Area 2: Strategic Planning

- 40% aware of AU DEI Strategic Plan

- 14% aware of written department/unit DEI plan

- 30% believed campus diversity efforts have adequate funding

- 27% believed we have effective ways to measure DEI success

Focal Area 3: Inclusive Campus

68% of students felt their religious identity was **respected by other students**

37% of faculty & staff felt their religious identity was **respected by faculty**

Focal Area 3: Inclusive Campus

53% of students felt their political views were **respected by other students**

27% of faculty & staff felt their political views were **respected by faculty**

Focal Area 4: DEI Knowledge

75% of students endorsed DEI training for students

42% of employees felt that diverse perspectives could easily be found within general education programs

13% of employees felt their diversity efforts were appropriately recognized

Focal Area 5: Diverse Recruitment/Retention

38% of employees felt diverse hiring policy is effective

Growth Opportunities
- Student & faculty pipeline programs
- Strategic partnerships
- Faculty mentors
- Faculty diversity recruitment specialist
- Diversity fellowship & exchange programs
- Grant-funded retention initiatives

Questions from the senate:

- Granular data including comparisons of scores to other universities, tenure vs. non-tenured faculty (comment raised was security of tenured faculty versus non-tenured which could potentially impact incident reporting)

President Dr. Keel

- Vaccine clinic opened today for AU students in the JSAC

Vice President for Faculty Affairs Dr. Browder

- Faculty Workload Taskforce
  - Draft Framework (see e-mail sent 3/26/21)
    - Submit feedback
  - Below are two slides from Dr. Browder's presentation to provide clarity

Metrics

A performance indicator which allows the institution to evaluate
the success of the faculty member and the organization.

Assigned effort: The institutional metric used to approximate the amount of time that a
faculty member should direct towards his or her assigned responsibilities within each workload
category.

- Reflective of reasonable expectations of productivity considered standard within the
  discipline or profession, which will position the faculty member for successful advancement
  within the stated institutional mission.

20% effort in a workload category approximates one day per week
spent in that area. Responsibilities and/or outcomes (quality and
quantity) should be established that align with assigned effort.

Standard – Institutional Example

EXAMPLE: Standard Workload for Full Time Tenure-Line (Non-Tenured) Faculty
Members.
The following is recommended as the standard workload for a full-time tenure-
line (non-tenured) faculty member on a 9 month appointment:

Responsibility Area	Example Standard Load	Example Range Possible
Teaching	50%	20%-80%
Research, Scholarship and Artistic Achievement	40%	20%-60%
Service	10%	10%-20%
Professional & Community Service	5-10%	
University Service & Leadership	5-10%	

Policies from the Faculty Rights and Responsibilities (M. Milano, Chair)
- Workforce Reduction Policy – Committee proposes accept with changes as written; senate passed
- Sexual Misconduct Policy – Committee proposes accept with changes as written; senate passed
- Institutional Conflicts of Interest – Committee proposes accept with changes as written; senate passed

Senate Committee Reports:

- Athletics (H. Bennett) – Student-Athlete Mental Health Town Hall will be held on April 29, 2021 at 7 p.m.
- BAUR (W. Hamilton) – presented at Resources Alliance Hearing last week and presented support for the following:
    - Writing Center Services with The Graduate School
    - Career Services software program
    - Continue support for sandbox for Digital Humanities project
- Curriculum and Academic Policies – no representative to report
- Faculty Development (T. McCoy)
    - Committee representation finalized and upcoming faculty were invited to next committee meeting
    - New faculty development resources (Dr. Browder's Friday sessions)
    - Dr. Browder met with committee on various items including new initiatives for underrepresented faculty and faculty mentoring
- Faculty Rights and Responsibilities (M. Milano)
    - Policies (see above)
    - Committee representation finalized for upcoming senate year and upcoming faculty were invited to next committee meeting
- Faculty Grievance (M. Johnson)
    - Committee representation finalized for upcoming senate year – now 2 representatives from each colleges and schools; new committee members will attend training in April
    - No grievances in process
- Governance and Communication (J. Sligar)
    - Working on reports of senate activities to faculty-at-large
- Institutional Technology (P. Attie)
    - Initiative of backing up desktop computers for faculty (different from BOX)
        - Virtual machine option – looking into costs with IT
    - Qualtrics Survey for IT services to be distributed to stakeholders in the future
    - Reviewing ten policies
- Promotion and Tenure (M. Al-Shabrawey)
- Student Affairs (C. Griffith)
    - Reviewing policies
    - Committee representation finalized for upcoming senate year – committee is now made up of 12 members rather than 24 (1 from each college instead of 2)

Dr. Kelehear

- Instructional Workshops for Faculty will be held this summer, supported by the ProVost, Dr. Browder, and the Center for Instruction and Innovation
    - Announcements to be sent out this week
- Planning for fall on-campus semester

Dr. Browder

- Spring Assembly 3/30/21
- Faculty Development Opportunities (Friday sessions)
- Course Evaluation Project continues
- Bookstore RFP project - more information to come next Senate meeting

Chair of AUFS (B. Basciano)

- AUFS Committee membership solidified for next Senate year
- One time Funds (see below) includes Libraries
- FY22 Goals due 6/15/21 (see below)
- FY21 Assessment Report due by Committees 7/31/21

One Time Funds - Update

Unit	FY 2021 Goal/Initiative	Requested Amount	
AUFS	Purchase Logitech Spotlight Presentation remotes for all Echo equipped classrooms	$ 7,500	Funded
AUFS	Library Equipment: 3D printer and scanner	$ 15,100	Funded
AUFS	Career Services: Purchase HIRATION, an artificial intelligence ecosystem that assists students with creating and optimizing resumes, cover letters, Linkedin profiles and online portfolio	$ 5,000	Resource Allocation Hearing (software)
AUFS	Student Counseling and Psychological Services: Tablets for student use to check-in upon arrival.	$ 5,000	Funded- Susan Davies
AUFS	Writing Center support: $40K for GAs; $62K for Tutors; $32K for Admin Staff; $42K for Ass't Director	$ 203,000	Resource Allocation Hearing (recurring)
AUFS	Feasibility study to identify HVAC system upgrades	$ 30,000	Capital Project List

Integrated Planning – Goals & Strategies

- Goal #1 – Shared Governance

  – Implement a cohesive communication plan to increase awareness of and interest in participation in AUFS. [EC / GCC / Chairs]

  – Advocate for appropriate recognition and incentives for faculty service. [EC / FRR – Resource Alignment Hearing]

  – Implement a robust annual election process recruiting to fill open senate seats and encouraging faculty to vote and participate in shared governance. [GCC / All]

Integrated Planning – Goals & Strategies

- Goal #3 – Distance Education

  – Collaborate with AU leaders and units in the development of an institutional strategy for distance education. [AUFS / Committees / Administrative Partnerships]

Integrated Planning – Goals & Strategies

- Goal #4 – Communication & Branding

  – Enhance awareness of and participation in university-wide activities. [Coordinated Communications] [AUFS / Committees / Administrative Partners and DCM]

  – Enhance awareness of AU Athletics to encourage engagement and increase participation in sporting events. [AC]

Integrated Planning – Goals & Strategies

- Goal #5 – Processes & Policies

  – Develop and implement effective processes to enhance operations and the alignment of shared governance systems. [EC / Chairs / PAG]

  – Increase faculty engagement in and awareness of processes and policies. [GC / FRR / GCC]

Vice-Chair AUFS (A. Vazdarjanova)

- Bookstore project – will report on next meeting
- Ad Hoc Committee to review a policy on Minors in the Lab
- The Graduate School Dean Search – put on hold for further review on how TGS will operate in the future in terms of new programs reporting, etc.

Dr. Wendy Turner (Senate Representative for Deans of Libraries Search)

- Deans of Libraries search – last candidate to visit this week and the committee will put forth their recommendation shortly afterwards
- Dr. Turner spoke about having a dean of libraries will put the libraries on a more even level with other academic colleges

Provost MacKinnon

- Continues to visit colleges, departments, and student groups
- Working on Enrollment Strategic Plan for 16,000 students by 2030
- Dr. Kim Davies is new Dean of Pamplin
- Plans for fall semester probably will include removing social distancing precautions from classrooms, but most likely will still wear masks in the fall
- BOR Chancellor search update is on pause
  - Interim will most likely be named if search continues past June 2021
- New academic programs mentioned
  - PhD in Computer Science
  - Digital Storytelling (BA?) will be sent to the BOR next week

President Keel

- Also spoke about the BOR Chancellor search
  - Not a lot of details concerning the pause
- Discussion about vaccines and students coming on campus in fall semester
  - Will it be mandated? Probably not. That decision would come from the USG.
  - AU will, however, encourage students to get vaccinated

Dr. Browder, Associate VP for Academic and Faculty Affairs

- Faculty Workload Update and Next Steps
  - Gathered feedback from faculty, Deans Council, and AUFS Executive Committee
    - 61 responses in phase 1 and 18 responses in phase 2
      - Concerns about attempting to define "service" too much and whether there should be a requirement for "service"
      - Standards and Benchmarks need more guidance at the college level
  - Next Steps - Align effort and funding alignment and effort reporting
    - Processes and procedures for managing workload
    - Evaluate and make recommendations for faculty activity/workload tools & platforms
    - Improvement of annual faculty evaluations

- Course Evaluation Task Force on schedule to finish end of June/early July

Several policies were presented and voted upon.

AUFS Minutes UPDATED 05/01 https://augustauniversity.app.box.com/file/806149507918 https://augustauniversity.app.box.com/file/806149213970
Philanthropic and Honorary Naming Policy (BAUR) https://augustauniversity.app.box.com/file/803034936970
FERPA Policy (CAPC) https://augustauniversity.app.box.com/file/803033365590

Records Retention (CAPC)
https://augustauniversity.app.box.com/file/803032395325
Standard Course Meeting Times (CAPC)
https://augustauniversity.app.box.com/file/803032805141
Resignation of Employment (FRR) UPDATED 04/28
https://augustauniversity.app.box.com/file/803032539835
Use of Copyrighted Materials (GCC)
https://augustauniversity.app.box.com/file/803033425755
AU Cybersecurity Incident Response Plan (ITR)
https://augustauniversity.app.box.com/file/803036328561
https://augustauniversity.app.box.com/file/803017329515
AU Data Management and Classification (ITR)
https://augustauniversity.app.box.com/file/803017501771
AU Encryption (ITR)
https://augustauniversity.app.box.com/file/803034051998
Acceptable Use of Information Technology (ITR)
https://augustauniversity.app.box.com/file/803034015118
AU Mobile Device (ITR)
https://augustauniversity.app.box.com/file/803035133438
AU Remote Access (ITR)
https://augustauniversity.app.box.com/file/803032785048
AU Workstation Security (ITR)
https://augustauniversity.app.box.com/file/803032356128
Cybersecurity Risk Management (ITR)
https://augustauniversity.app.box.com/file/803032458050
Information Technology Configuration Standards (ITR)
https://augustauniversity.app.box.com/file/803033363396
Password Protection Policy (ITR)
https://augustauniversity.app.box.com/file/803034118564
Privacy of Health Information (SA)
https://augustauniversity.app.box.com/file/803034678360
Accident and Injury Reporting Policy (SA)
https://augustauniversity.app.box.com/file/803024105468
Non-Retaliation (GC) UPDATED 04/28
https://augustauniversity.app.box.com/file/804054599265
Ethics (GC) UPDATED 04/28
https://augustauniversity.app.box.com/file/804054414900
Minors in the Laboratories (Ad Hoc) UPDATED 05/01
https://augustauniversity.app.box.com/file/806145535484
Policies awaiting Senate Action.
https://augustauniversity.app.box.com/file/803032539835

- Minors in the Laboratories (Ad Hoc) UPDATED 05/01was voted to table for next Senate meeting in the fall. https://augustauniversity.app.box.com/file/806145535484

Committee Reports

Dr. Kelehear, Vice Provost for Instruction

- Summer professional development opportunities for faculty (e-mails)
- Preparing for full capacity classrooms and meeting spaces in summer for fall semester

Dr. Browder

AUFS Chair, Dr. Peter Basciano

- Transition dates – June 1, 2021
- Summer Activities
    - Executive Committee will meet once a month over the summer in preparation for upcoming academic year
    - Committee on Committees will meet one more time to appoint senators to committees
    - New members onboarding
    - Strategic planning – entering goals into CampusLabs system

AUFS Vice Chair, Dr. Almira Vazdarjanova

- Onboarding
- Bookstore project faculty senate representative
- Dean of Graduate School search still on hold

Robert "Scotty" Scott

Dr. Rajpurohit, Secretary of AUFS

- End of year committee reports due

Andrew Balas, Treasurer of AUFS

- Donation to OpenPaws pantry on behalf of AUFS ($500)