**ECS – EIC Officers May 8th, 2017**

 **JHZ 1000 1000 – 1100 am**

Attendance: *John Bender (EIC Chair), Shawn Bultsma (UAS Vice-chair), Karen Gipson (EIC Vice-chair, ECS-UAS), Felix Ngassa (UAS Chair).*

**Agenda**:

 Centered around the finalization of the EIC rolling and contingent charges to present to UAS for approval at the beginning of Fall 2017 (see previous EITF Report to ECS, April 2017). Discussion resulted in a series of edits, and expansion of the total number of charges to 9 (from 7 previously).

Discussion Items:

UAS Vice Chair Bulstma will complete the draft memo of EIC charges to UAS. Charges which required clarification, and some degree of editing or re-write:

--the “review of Classroom Policies” EITF charge is not complete, and includes clarification of the term, “Action Teams” (from I & E). This will be on-going for EIC this academic year, pending input from I & E, and our own committee membership. The recommendations which EITF has already made to ECS (in the April 2017 EITF report), will be discussed this summer by ECS, and forwarded to UAS in the Fall.

--EIC review of the Accessibility Report was cut back quite a bit, on realization that all but the first of the five recommendations of the Task Force were not relevant for EIC to review. EIC will take on the first Accessibility Report recommendation as a business item at our first Fall 2017 meeting, with some work this summer by Karen and John to prep the discussion.

--Faculty Handbook review for inclusion and equity will not start formally for EIC until Fall. Karen and John will make preliminary reviews of the Handbook, in consultation with I & E for a common rubric that can be used for *all* university policies. We hope to bring more structure to the formal EIC review, through preliminary screening, identifying particularly problematic areas of the Handbook, clarifying the review criteria, and finding an equitable distribution of the review load through the committee.

--Karen and John re-iterated the importance of institutionalizing an Ombudsman (Confidentiality Counselor) office at GVSU, and how we may use the previously, UAS-approved Ombudsman Report (2015 ?) to promote its’ final passage by the Administration. Barriers to approval continue to be the misunderstood, perceived overlap between a proposed Ombudsman office, and other existing offices on campus; in it’s essentials, there is no such overlap.

--it was clarified that in fulfilling the UAS rolling charge to look into faculty-student retention, EIC should arrange for contact and possible on-going liaison with the Faculty-Student Retention subcommittee of EdPac

Incidental Items:

--summer planning for the Teach-In proceeds through a variety of channels for communicating to faculty-staff and students, and prep work prior to Fall

--small, but important update changes to the Teach-In homepage have been made (Andrew Plague)

--Felix will try to pursue confirmation of a one-course release for the EIC Chair in Fall 2017 with the new Provost, likely to be approved

Future EIC Business Items:

--EIC will need to identify all of the relevant faculty-staff diversity recognition awards, and create a schedule for soliciting nominations, and sending out same

--on a yearly basis, EIC will need to identify all of its’ liaison members, to the following committees/groups: I & E, Stu Senate Diversity Affairs Committee, college-level equity-inclusion committees, Faculty/Staff-Student Retention subcommittee of EdPac