Minutes of February 2 were approved.

Legislative Report

Mr. Lewis reported design funds had been allocated for the new Science Teaching Laboratory Building (STLB). He noted STLB remained seventh on the Board of Regents capital projects list after the first four projects were not funded for construction because of audit issues still holding up issuance of bonds for the projects approved last year. Mr. Lewis pointed out the top priority for the University System, full funding of the funding formula, was accomplished, but MRRF funding was cut. He noted Georgia State alumnus, Speaker Richardson, cast the deciding vote on the donor privacy bill. Mr. Lewis indicated no legislation passed relating to the retirement system.

Mr. Rackliffe explained that the MRRF cut would reduce the Georgia State share from $5M to $4M. He added that there were still too many variables (e.g., tuition rates, annualization of salaries, hold harmless for payroll shift, scheme for allocating workload funds) to predict new funding for Georgia State, with the range of possibilities from negative $4M to positive $4.5M. He pointed to the hold harmless component as especially crucial for Georgia State. He lauded the efforts of Dr. Patton and Dr. Henry to gain Board of Regents support for the hold harmless approach, which would benefit Georgia State more than any other institution in the University System.

Purchase Cards

Ms. Byrum presented a report on issues identified by the state auditors regarding the purchase card program at Georgia State. She cited annual use of the purchase cards in the range of 45K transactions for $10M, and noted the enormous savings in voucher processing which these transactions enabled. Ms. Byrum cautioned that with ease of use, there is ease of abuse, and consequently the auditors focus on this program. She listed four types of red flags for auditors: split transactions, unusual vendors, single transactions exceeding $3K, and weekend purchases. She noted split transactions were sometimes used to avoid the bidding process, and the single transactions in excess of $3K could circumvent the property control decal process. Ms. Byrum stated the recommendation that card holders would be allowed one misuse, but would have their card privileges revoked with a second violation.

Mr. Rackliffe commented that the second violation consequence should be “maybe” loss of card privileges. He observed that the auditors were looking to see that steps were being taken to stop misuse. Dr. Henry asked about the number of repeat offenders. Ms. Byrum replied that there were very few.

FLSA

Ms. Byrum and Ms. Crawford presented information on the Fair Labor Standards Act and higher education. Ms. Crawford explained the issue was exempt versus non-exempt employees with regard to the requirement to pay overtime to non-exempt employees for hours above 40 per week. She pointed to the salary test as the critical element, with employees making less than $23,660 eligible for overtime whether they are fulltime or part-time.

Dr. Fritz commented that some employees counted on overtime pay and worked the hours to accomplish their pay objective regardless of management direction. Ms. Crawford replied that a relevant policy was under development. Ms. Byrum added that even under current policy, overtime hours had to be authorized. Dr. Fritz spoke to the need for documentation in order to control overtime claims.

Dr. Marshall asked about options for comp time for employees. Ms. Byrum responded that the Board of Regents now allowed comp time on a time-and-a-half basis and with a maximum of 60 hours per quarter. Ms. Crawford advised that timesheets were the key factor for auditors. Mr. Marshall suggested adding a column for comp time on the timesheets.
Dr. Adamson asked about graduate assistants and FLSA. Ms. Crawford replied that all graduate assistants were treated as exempt. Mr. Racklilffe asked about student assistants. Ms. Crawford replied that student assistants were treated as non-employees.

Criteria for Regents' Professors

Dr. Henry presented proposed criteria for Regents’ Professors. Dr. Colarusso asked about the membership of the advisory committee mentioned in the proposal. Dr. Henry responded that the committee would be a subset of the current Regents’ Professors. Dr. Kelley made a motion to approve the criteria as presented. Dr. Duhaime seconded the motion. The motion passed.

Criteria for Emeriti Designation

Dr. Henry presented proposed criteria for emeriti designation. Dr. Colarusso made a motion to approve the criteria. Dr. Kelley seconded the motion. The motion passed.

University Information Systems Use Policy

Mr. Albert presented proposed minor revisions of the UIS use policy. Mr. Albert made a motion to approve the policy with these revisions. Dr. Scott seconded the motion. The motion passed.

Announcements

Dr. Kaminshine announced that the husband of Dr. Griffith had passed away the preceding weekend.

Dr. Colarusso noted improvement in the campus catering service.

Mr. Albert announced a network shutdown for major maintenance on April 16.

Dr. Adamson announced the Georgia State Model UN team had placed third in an international competition of 250 teams in New York City.

Dr. Bahl announced plans for celebration of the Andrew Young School of Policy Studies move to its new building.

Dr. Duhaime announced the flexible MBA program had moved from seventh to sixth in the latest US News & World Report rankings and first among public institutions. Dr. Kaminshine announced the College of Law moved from 91st to 85th and in the second quartile, as the youngest law school in the top 100.