ADMINISTRATIVE COUNCIL
Minutes of
September 6, 2006


Minutes of August 2 were approved.

President’s remarks

Dr. Patton commented on on-going visits with legislators across the state to seek their support for the Humanities Building and faculty/staff raises. He noted the ground-breaking for the Science Teaching Lab Building would be October 10 with Governor Perdue, Chancellor Davis and Mr. Petit present.

Commencement plans

Dr. Patton reopened discussion of commencement plans. He explained that the previously endorsed plan to have one commencement in the spring at the Georgia Dome would require renting the Georgia Dome for two days because of the set-up time for chairs on the floor for the large number of graduates.

Ms. Erskine presented a new plan to have commencements at the Georgia Dome in both the fall and spring (none in the summer). She stated that the cost would be comparable to the spring-only plan since each would require only one day rental of the Georgia Dome. She added that the plan to have an internationally famous speaker in the spring would be retained.

Dr. Kaminshine asked about the relative size of the fall and spring commencements. Ms. Erskine cited most recent commencements of 1,600 in the fall, 2,600 in the spring, and 1,400 in summer. Dr. Patton pointed out that Georgia Tech was able to have its second smaller commencement on campus, but Georgia State did not have a facility to accommodate a second commencement on campus.

Dr. Adamson asked if the names of PhD graduates would be called, but not other graduates, as was planned for the spring-only commencement. Dr. Patton replied that this was the case. Ms. Collier stated that she was unaware of this aspect of the plan. Dr. Patton responded that discussions with students had found that access to an unlimited number of tickets for family and friends was the greater concern. He added that decorum had deteriorated so severely during the calling of names of all graduates that this was another consideration. Dr. Patton noted that the Georgia Dome would also take care of ADA issues with holding commencements in the Sports Arena.

Dr. Kaminshine asked about the lead time for contacting potential speakers. Ms. Erskine answered that a list of 40-50 speakers was in-hand.

Dr. Adamson spoke in favor of flexibility with regard to which commencement graduates attend, especially in the first year or so. Dr. Patton replied that it would be left to the colleges to certify graduates for particular commencements and to deal with any issues which arise.

Dr. Patton stated the motion was brought forward by the Commencement Committee to adopt the fall and spring commencements in the Georgia Dome plan. Dr. Moore seconded the motion. The motion passed.

Environmental policy

Dr. Curry presented the proposed environmental policy on behalf of Dr. Morris. He explained that the policy reflected the commitment of the administration to protect limited resources. Dr. Henry made a motion to adopt the environmental policy as presented. Dr. Adamson seconded the motion. The motion passed.
Bias incident response protocol

Ms. Nelson presented an overview of the web site developed for the bias incident response protocol. She pointed out that Cornell and Central Washington were benchmark institutions in the development of the protocol for Georgia State.

Ms. Hurt asked for clarification of the composition of the reporting team. Ms. Nelson indicated a contact list would be added to the web site.

Dr. Adamson asked for clarification of what constituted a bias incident as covered by the protocol. She noted a grade appeal based on discrimination should not be handled through this protocol. Ms. Nelson replied that a list of what-is and what-is-not would be compiled. She added that ODEP would screen reported incidents to handle them through the proper processes and procedures.

Dr. Kaminshine asked about inclusion of sexual harassment complaints. Ms. Nelson answered that such incidents between individuals would not be treated as bias incidents under the protocol.

Dr. Dixon commented that in some cases there were serious political differences between groups of students, which could evolve into bias incidents as had happened in the past with some students from Taiwan and China. She added in some cases of students not grounded well psychologically, it might not be in best interest to create a paper trail. She also cautioned that the use of the word “victim” in reporting presupposes there has been an incident. Ms. Nelson responded that the protocol would emphasize working out differences.

Enrollment update

Dr. Fritz reported that fall enrollment figures were still in flux, but it appeared the final figures would be in the range of 306K SCHs and 26K students. He noted that comparisons with last fall were distorted by the Katrina students who did not pay tuition, and that the increases this fall would represent a greater gain in revenues than the SCH and headcount figures would suggest at first glance. He stated that the number of new freshmen was down by 100, but quality was up. He added that transfers were up 200 to offset the loss of freshmen. He pointed to aggressive recruiting efforts planned for 2006-2007 in targeted high schools.

Dr. Henry commented that the upswing in summer enrollments, coupled with fall enrollments close to FACP projections and the prospects for spring, spelled good news. He cautioned that the downturn in the number of freshmen would impact the budget for 4-5 years, and that the FACP projections had left a $6M shortfall (down from $12M) to be covered. He warned that the future of workload dollars was unclear so that enrollment gains might not be rewarded with additional formula funding, and that the guaranteed tuition plan would cost Georgia State approximately $5M when fully loaded. He summarized that the challenges were manageable, but that the budget would be very tight and not leave large amounts of dollars for new investments in programs. He speculated that the early enrollment figures showed improved retention, on which to build with $750K in RPG funding allocated to Georgia State in FY2007.

Ms. Collier asked about the role of alumni giving in addressing the budgetary challenges. Ms. Peterman responded that Georgia State had a short history of large scale fund-raising, with the largest giving from corporations and foundations in the first capital campaign. She pointed to success in launching the senior class gift program and the extension of that program to other classes as a means of instilling that Georgia State is worthy of support. Dr. Patton noted giving through the GSU Foundation in the amount of $17M along with their floating bonds for the University Commons and other buildings. Dr. Henry pointed out that the E&G budget was $300M.

Dr. Fritz stressed the importance of alumni involvement in recruiting students. He cited as an example a recruitment event in Savannah.

Customer service updates

Dr. Henry reported very positive response to the Saturday and Sunday hours of the One Stop Shop leading up to the start of the semester. Dr. Fritz indicated that Institutional Research was conducting a customer service survey. He added that Sunday morning turnout was far beyond expectations, and that students apparently took advantage of the lack of traffic downtown. He noted Enrollment Services staff also used the Saturday and Sunday hours to catch up on e-mail inquiries from students.
Ms. Collier voiced appreciation for improvements in the friendliness of staff, multiple locations of the One Stop Shop, and the weekend hours. She encouraged faculty to become more familiar with the processes and offices to which they direct students. She urged upper level administrators to attend Panther Prowl and other student events.

Ms. Hurt commented on the difficulty of communicating to students about the temporary means of access to the library during remodeling.

**Announcements**

Dr. Kaminshine invited suggestions of ways to commemorate the 25th anniversary of the College of Law.

Ms. Collier announced openings for College of Law senators on SGA.

Ms. McElroy announced the CAA blood drive would be September 20.

Dr. Adamson announced commemorations of the 1906 race riots.