Minutes of May 7 were approved with rewording to be provided by Dr. Heyward regarding PDF files as electronic records subject to the litigation hold policy.

President's Remarks

Dr. Patton commented on the budget situation brought on by the shortfall in state revenues. He reported postponement of raises had, at least for now, been removed from documents circulated by the state Office of Planning and Budget. He announced a conference call with the Chancellor and research university presidents about the budget situation was scheduled for August 6. [See more about this matter below.]

Center for Excellence in Brand and Customer Management

Dr. Huss presented the proposed Center for Excellence in Brand and Customer Management in the Robinson College of Business with Dr. Kumar as the director. Dr. Huss cited Dr. Kumar as an internationally known expert in this area, and noted potential participation by faculty in Marketing, Risk Management and Insurance, and Finance.

Ms. Peterman asked about naming opportunities associated with the center. Dr. Huss responded affirmatively.

Dr. Adamson asked if the center would be a research center subject to University Senate review. Dr. Huss again responded affirmatively.

Dr. Adamson asked about the choice of the word “excellence” as a tie-in to targeted federal funding. Dr. Huss replied that there was not a tie-in of this sort for the center. Dr. Duhaime added that many business schools have designated centers of excellence for various disciplinary areas.

Dr. Huss made a motion to approve establishment of the center. Dr. Kaminshine seconded the motion. The motion passed.

Emergency Action Plan

Mr. Raderstorf presented the proposed Emergency Action Plan, which was redrafted following comments from various constituencies.

Dr. Kaminshine commented “EAP” might be mistaken for an employee assistance program.

Dr. Morris asked about omission of a section on infectious disease related emergencies. Mr. Raderstorf responded that Dr. Eriksen was providing input for an addendum to address this category of emergencies. Mr. Raderstorf noted Grady Hospital had such a section in their plan. Dr. Morris urged attention to interfaces with outside agencies to ensure consistency in reporting official university leadership such as that of Dr. Patton with respect to radiation protection.

Dr. Henry seconded the motion from committee to approve the plan. The motion passed.

Dr. Henry remarked that the next step would be designation and training of building coordinators for each campus building. Mr. Raderstorf added that another effort in progress concerned provisions for personnel in wheelchairs. He alluded to lessons learned from the chemical spill experience in October 2007.

Structured Volunteer Program
Dr. Heyward presented the proposed Structured Volunteer Program in response to growing numbers of external volunteers involved with various departments and the issue of university insurance coverage. She emphasized the objective of keeping the program as simple as possible while meeting the requirements for coverage.

Dr. Rosenbloom asked about locations for posting the proposed policy. Dr. Heyward replied that Legal Affairs and Human Resources were two initial locations, but others could be added to ensure adequate notice. Dr. Rosenbloom asked about application of the policy to Georgia State student-volunteers. Dr. Heyward responded that the policy only pertained to external volunteers.

Dr. Adamson asked about application to external persons, who are research subjects. Dr. Heyward answered that consent forms already covered this group. Dr. Adamson advised changing the description of the program to clarify this point, from “participating in research” to “assisting with research”.

Ms. Peterman asked about application to members of boards. Dr. Heyward replied that board members were not affected.

Dr. Duhamie asked about part-time instructors, who voluntarily serve on faculty committees. Dr. Heyward responded that part-time instructors as employees were not affected.

Dr. Huss asked about board members, who also serve as mentors. Dr. Heyward replied that these board members were also not affected since they had an official affiliation with the university.

Dr. Moore asked about unpaid visiting scholars, who were on campus for the opportunity to work with Georgia State faculty. Dr. Heyward answered that these would probably be included as volunteers under the proposed program.

Dr. Adamson asked about visiting doctoral students. Dr. Morris cited the example of visiting doctoral students in CBN as an arrangement through the consortium. He urged exclusion of such students from the requirement. Dr. Heyward commented that there were more categories of volunteers than at first evident, and that the goal was to route them in the best direction for proper affiliation with the university.

Dr. Covey asked about the statement in the proposal regarding responsibility for knowing university policies. Dr. Heyward replied that this was a technical, blanket statement, which would be applied as appropriate to the type of volunteer.

Dr. Finn asked if official volunteers could be considered as agents of the university. Dr. Heyward answered in the negative (could not be authorized to sign contracts, etc.).

Dr. Moore asked about application to speakers paid only for their travel costs. Dr. Heyward responded that these would not be included. Dr. Moore asked about the statement in the proposal regarding intellectual property in the case of unpaid visiting scholars working with Georgia State faculty. Dr. Heyward replied that intellectual property issues would be addressed on a case-by-case basis with the home institutions of the visiting scholars.

Dr. Adamson asked about determination of applicability of the background check requirement. Dr. Heyward answered that this would be made by the Georgia State official signing the volunteer form.

Dr. Kaminshine commented that the proposed program seemed to distinguish between volunteers and guests. Dr. Heyward confirmed this was the case, mentioning invited speakers as an example.

Dr. Heyward emphasized the need to have a formal policy in place. Dr. Patton recommended proceeding with the proposal with the understanding it would be fine tuned in light of discussion at this meeting and other feedback.

Dr. Heyward made a motion to approve the program. Dr. Kaminshine seconded the motion. The motion passed.

Tuition Return Policy

Dr. Henry presented a proposed Tuition Return Policy to return to departments under certain conditions 80% of directly
attributable tuition revenues for courses not otherwise offered. He noted the proposed policy had been reviewed at Deans Group, and was brought to Administrative Council as the appropriate policy approving entity.

Dr. Henry made a motion to approve the policy. Dr. Kaminshine seconded the motion. The motion passed.

Enrollment & Budget Updates

Dr. Renick reported encouraging enrollment figures on a trajectory for enrolling 2,800 new freshmen for Fall Semester 2008. He noted graduate student enrollments usually lagged until the opening week, and that transfer enrollments were slightly under the target.

Dr. Renick pointed out an unusually high number of students declining to declare their race so that year-to-year comparisons by race were confounded. He indicated this was a national trend due to resistance to Affirmative Action programs, but he stated this was not necessarily the case at Georgia State. Dr. Henry added that the upswing in numbers of Hispanic students was clear.

Dr. Henry reported on the budget situation with the earlier indications of 3.5-5% cuts being supplanted by indications of 6-10% cuts. He stated that the level of cuts would depend in part on action taken by the legislature relative to homestead exemptions and actual funding of new workload dollars generated by Georgia State. He emphasized that the level of cuts was uncertain at this point, and that the cuts were on the state appropriation only rather than the total budget which includes tuition and fee revenues.

Announcements

Dr. Henry announced the incoming freshman class included 200 honor students.

Dr. Adamson announced the College of Arts & Sciences would welcome 76 new faculty for a net increase of 35 positions overall including 17 tenure track positions. Dr. Henry added there were 120-130 new faculty for the university.

Ms. McElroy announced the hiring of a new men’s golf coach, Joe Inman, a retired tour professional.

Dr. Covey announced the opening of the Commons Market and that student housing was full for Fall Semester 2008. He also announced Coach Curry would speak at the new student convocation on August 17.

Dr. Rackliffe announced the opening of the sports bar/grill at the Citizens Trust Building.