The meeting was called to order at 12:04 p.m. by Gabor Patonay, chair. Dr. Patonay welcomed committee members to the first meeting of the new semester. He expressed concern over the parking situation on the day before - Auxiliary Services allowed some of the G-deck to be used during the governor's inauguration ceremony. That in itself was not the problem, the problem was that faculty were not notified. Faculty could have been urged to delay coming down to Georgia State until after 2:00 p.m. unless they had a class to teach and that would have alleviated the crowding problem. Dr. Patonay stated that he would write a memo to Auxiliary Services suggesting that the next time there was a similar situation, they should alert the faculty and students ahead of time.

The first item of business was the approval of the November 16, 1998 minutes. The minutes were approved without amendment. Dr. Patonay asked the committee to join him in thanking Jim Bohanan for serving as committee assistant for several years. Jim can no longer serve in this capacity as his work duties have changed. Dr. Patonay has asked the dean of his college for assistance in finding someone to serve in this capacity for future meetings.

The next item of business was the formal approval of adding a staff component to the faculty evaluation instrument of non-academic vice presidents. This needed to be done in order for the proposal to be forwarded to the Executive Committee for consideration and then on the full Senate. The rationale for adding a staff component for these positions was that they have more staff than faculty interacting with them. The motion was unanimously approved.

The next item discussed was the conflict of interest policy. Juane Heflin reported that the subcommittee met and discussed making the policy less specific, taking out some of the offensive components, and changing some of the wording. The outcome of the discussion is that the policy will be greatly pared down with more specific examples of potential conflicts. She reported that Marsha Clarkson has joined the subcommittee. Dr. Heflin will electronically send the draft document to all committee members by next week for their review and for committee members to solicit input from their colleagues. Dr. Patonay stated that this item will be next meeting's major topic.

The next item discussed was part-time instructors. Ramona Matthews reported that the subcommittee has met several times and is now gathering information on the various policies that affect PTIs at Georgia State and the Board of Regents and exploring what the PTI policies are at other institutions. The subcommittee recently met with representatives of the PTI group to discuss their major issues which are: benefits, increased pay, job security, space, resources, and professional respect. The PTI representatives asked the subcommittee for their support for their causes. Dr. Patonay asked committee members what the approach should be for the Faculty Affairs Committee. He hopes that these efforts result in some positive action rather than as just another report. Lauren Adamson stated that resolving some of their concerns may prove to be very difficult. Yezdi Bhada stated that it is too early for the full committee to become involved. The subcommittee is still gathering information at this time and there hasn't been enough time to assimilate the data yet. At some time in the future, some of the PTI representatives may be invited to address the full committee.

The next item discussed was the status of the Benefits Subcommittee. Edith Manns reported that the subcommittee has met several times and is now gathering information on the various policies that affect PTIs at Georgia State and the Board of Regents and exploring what the PTI policies are at other institutions. The subcommittee recently met with representatives of the PTI group to discuss their major issues which are: benefits, increased pay, job security, space, resources, and professional respect. The PTI representatives asked the subcommittee for their support for their causes. Dr. Patonay asked committee members what the approach should be for the Faculty Affairs Committee. He hopes that these efforts result in some positive action rather than as just another report. Lauren Adamson stated that resolving some of their concerns may prove to be very difficult. Yezdi Bhada stated that it is too early for the full committee to become involved. The subcommittee is still gathering information at this time and there hasn't been enough time to assimilate the data yet. At some time in the future, some of the PTI representatives may be invited to address the full committee.

The next item discussed was the status of the Benefits Subcommittee. Edith Manns reported that the subcommittee is working on a number of proposals that they will be bringing to the full committee. Some of the issues being discussed are: sick leave policy, sick leave pool, credit for unused sick leave in the ORP, getting full funding rather than partial credit for unused sick leave in TRS, maternity/paternity leave policy, domestic partnership policies (possibly Georgia State could allow use of library and recreation facilities, beyond that would probably involve the BOR), long term care, re-examining retirement benefits in comparison with other states, and the dropping of some 403b providers. Bill Decatur reported that there is currently a benefits survey being conducted touching on a number of benefits issues to see how Georgia State compares with the Urban 21 and other institutions. Once that data is available, Human Resources and the Benefits Subcommittee can review the results and identify where there are gaps and how competitive we are. Then priorities can be set.
Dr. Decatur addressed the issue of 403bs. He stated that Georgia State was not in compliance with the law. The law requires the employer to track these providers and perform various analyses. Georgia State was offering 30+ providers but chose to pare it down to make the tracking more manageable. They chose those companies that had the most number of people. Human Resources is currently drafting a policy that will create a mechanism for reviewing the various providers and this will assist with making these kind of choices in the future. This draft policy will be brought to the Faculty Affairs Committee for review.

Edith Manns stated that the Benefits Subcommittee will present a report to the full committee of what the short term and long term issues are and then let the full committee decide what they would like the subcommittee to work on. Bill Decatur mentioned that is was his understanding that the governor has introduced a bill that would provide full funding for sick leave to apply to retirement in the TRS. Dr. Patonay mentioned that this would raise some equity issues with the ORPs.

Diane Willen gave a report from the Bookstore Subcommittee. She stated that she and Bill Kinyon met with Bonnie Murphy of Auxiliary Services and Ms. Murphy assured them that a new system would be in place which would make things better. Dr. Willen stated that in her experience, this week has been "a disaster". She felt that their previous conversations accomplished nothing. Dr. Willen stated that the problem is that there is no feedback or communication with faculty. It was suggested that the subcommittee do a brief survey with faculty to get their feedback on the services provided by the bookstore. The survey's results can then be concrete evidence when looking at the bookstore's contract. Bill Decatur apologized to the group for the bookstore's performance. He stated that the bookstore personnel are trying to improve and suggested a cross-functional group to look at the data and the processes to see what can be improved. Dr. Decatur stated that he would like to meet with Dr. Willen to discuss these problems. Dr. Patonay asked that the results of these discussions be reported to the full committee.

Bernadette Hartfield reported that the ADR coordinator position has been filled. This position replaces the mediation position for students and staff. Dr. Patonay asked about the guidelines that were used to select this individual. Dr. Hartfield reported that this was a selection committee appointed by the Provost and she did not know the criteria used. Dr. Patonay asked if she could obtain a list of those criteria and bring a brief outline to the full committee at the next meeting.

There being no further business, Dr. Patonay adjourned the meeting at 1:00 p.m. The next meeting will be Wednesday, January 27 at 1:30 p.m.

Respectfully submitted,
Mary Nell Stone
substitute committee assistant