Regents Administrative Committee for Dean of Students (RACDOS)  

Statement of Mission and Bylaws

The Regents’ Administrative Committee for Dean of Students (RACDOS) is comprised of the Dean of Students or comparable positions at the institutions in the University System of Georgia. The Dean of Students leads efforts to ensure that his/her institution provides a vibrant living and learning environment that promotes student engagement, personal development, and self-responsibility. The mission of RACDOS, as approved by the membership in 2016, is:

- to consider policies and advocate those that foster campus learning environments and maximize opportunities for student growth, development, and success
- to promote programs and services for students that facilitate the successful attainment of their educational goals

RACDOS supports the educational mission of the University System of Georgia and its members serve as full partners in planning and implementing strategies designed to enhance the learning environment on each System campus. The focus of RACDOS is on quality and availability of services, programs and learning opportunities that assist students in accessing higher education, and in achieving success both in and out of the classroom. RACDOS collects information, identifies shared concerns, engages in strategic planning and proposes strategies in support of the total learning experience for System students. To this end, RACDOS encourages the exchange of ideas and expertise and promotes practices that are in keeping with the principles and purposes of public institutions of higher education. RACDOS is an administrative committee of the University System and serves as liaison to the Chancellor and to the Board on all matters related to the educational experiences of system students. RACDOS is committed to ensuring that the experience in the University System of Georgia provides opportunities for students to acquire:

- the knowledge and skills needed to be productive citizens and the motivation to contribute to the communities in which they live;
- an understanding of student conduct, crisis management, and behavioral intervention;
- an understanding and appreciation of diversity and the values that foster fairness, respect and equity among all people;
- an understanding of and appreciation for the peoples and cultures of a global and multicultural society;
- an understanding of the concept of lifelong learning and the importance of physical and mental health; and
- the skills and knowledge to achieve quality in life and contribute to the welfare of others through worthwhile work and service.

RACDOS provides leadership to the System by working collaboratively to develop and recommend policies impacting students and student services; by planning, promoting and implementing strategies that utilize technology and other means to enhance or improve services to students; by providing an open forum for discussion of issues of concern to institutions, students, and student services professionals; and, by promoting professional development for student affairs personnel in the University System of Georgia. RACDOS works closely with other Regents' administrative and advisory committees and councils to focus on policies and issues that directly affect students in the University System of Georgia. These committees and councils include, but are not limited to, those dealing with student affairs (RACSA), admissions/records (RACRA), financial aid, student activities, career development/services, housing, counseling, institutional effectiveness (RACIE), learning
disorders (RCLD), and the student advisory council (SAC). In addition, RACDOS works collaboratively with the Regents’ committees for academic affairs and business affairs. As with other administrative and advisory groups, RACDOS serves as a recommending body to the leadership of the University System of Georgia.

RACDOS recognizes that student learning is the primary mission of higher education and the primary measure of institutional effectiveness within the University System. It is one responsibility of RACDOS to provide a forum for communication and recommendation among Dean of Students professionals on System campuses and the administrative leadership at the University System Office (USO). RACDOS also actively participates in and encourages ongoing communication with state and federal government and the public on matters related to all concerns, issues, and challenges related to higher education – particularly those impacting student conduct, student rights, and behavioral intervention. In addition, RACDOS encourages continual assessment and improvement of programs and services to increase success in higher education.

In order to serve students, system institutions and student affairs professionals, RACDOS seeks an active role in all decisions impacting student learning and the development and maintenance of quality learning environments. Communication between RACDOS, the University System Office, other advisory/administrative groups, the Chancellor and Board is facilitated by the following:

- Planned contact between the RACDOS Chair or his/her designee and key administrative staff in the University System Office including the Vice Chancellor for Student Affairs.
- Ongoing collaboration between the RACDOS Chair and chairs of other advisory/administrative groups including participation in meetings when appropriate.
- Scheduled meetings of all RACDOS members no less than three times per year.
- A strong presence on the University System web page with dissemination of minutes and other pertinent information to all constituents seeking such information.
- Communication with councils and committees representing student service functions (i.e. counseling center directors, financial aid directors, residence life personnel, etc.)
- Maintenance and use of the RACDOS Listserv for sharing issues and information among members and with staff in the University System Office.
- Ongoing assessment, both formal and informal, of student needs, issues and concerns on system campuses with results serving as a foundation for recommendations to the University System Office.

REGENTS ADMINISTRATIVE COMMITTEE FOR DEAN OF STUDENTS BY-LAWS

ARTICLE 1 - NAME, PURPOSE

Section 1 - The name of the organization shall be The Regents’ Administrative Committee for Dean of Students (RACDOS).

Section 2 - RACDOS represents services and programs that foster student learning and personal development at institutions within the University System of Georgia. RACDOS has responsibility, shared with other administrative/advisory groups, to make recommendations to the Chancellor and, through the Chancellor, to the Board of Regents regarding curricular and co-curricular experiences and services which support System educational objectives.
ARTICLE II - MEMBERSHIP

Section 1: Membership shall consist of the Dean of Students, Associate Dean of Students, Assistant Dean of Students, and comparable positions at the institutions within the University System of Georgia.

Section 2: The Dean of Students from each institution represented shall be the designated representative on matters requiring a vote of the membership. Each institution shall receive one vote. The Dean of Students may identify a designee to serve as institutional representative in her/his absence.

Section 3: A simple majority of voting delegates will constitute a quorum.

Section 4: The University System Office shall be represented at RACDOS meetings by the Vice Chancellor for Student Affairs who serves as non-voting, ex-officio members of RACDOS.

ARTICLE III - ANNUAL MEETINGS

Section 1: RACDOS will meet a minimum of three times each calendar year with one meeting scheduled during fall term, one during spring term, and one during summer term.

Section 2: The dates of the meetings will be set by the Executive Committee of RACDOS who will also set the time and place.

Section 3: The Chair of RACDOS who also chairs the Executive Committee may call Special meetings.

Section 4: All RACDOS members will receive written notification of each meeting at least two weeks prior to the scheduled date and time unless immediate need prohibits such notification.

Section 5: RACDOS meetings shall be open to others who may choose to attend including staff members invited by voting delegates and additional staff from the University System Office. Participation will normally be limited to voting and ex-officio members. Others may participate at the discretion of and upon recognition by the Chair.

ARTICLE IV - OFFICERS AND DUTIES

Section 1: There shall be three officers consisting of the Chair, Chair-Elect, and Immediate Past-Chair.

The duties of the Chair are:
- To serve as Chair of both RACDOS and the Executive Committee of RACDOS
- To coordinate and facilitate at least three RACDOS meetings
- To initiate and monitor the elections of RACDOS representatives
- To convene the Executive Committee at least once per year and otherwise as needed
- To represent the issues and concerns of RACDOS to key staff members in the University System Office including the Vice Chancellor for Student Affairs
- To inform RACDOS members of system initiatives, issues and concerns related to student learning and services
- To solicit input from RACDOS members and the University System Office and compile agendas for annual meetings
- To facilitate communication between RACDOS and other administrative groups responsible for student learning and services on System campuses and serve as liaison between these groups and RACDOS in representing the needs and interests of students
The duties of the Chair-Elect are:

- To serve on the Executive Committee
- To compile and distribute accurate records of RACDOS meetings to all members and to submit approved minutes for posting on the University System of Georgia Web Site
- To assure the accuracy of the RACDOS Directory and monitor timely distribution.
- To facilitate the involvement of new RACDOS members by informing them of the purpose and structure of RACDOS and assuring their participation in RACDOS decision-making and activities
- To work closely with the Chair in identifying issues and preparing agendas for RACDOS meetings

The duties of the Immediate Past Chair are:

- To serve on the Executive Committee
- To serve as the RACDOS liaison to the recommended Regents and its Executive Committee to facilitate the change in leadership upon selection of the Chair
- To compile and disseminate accurate records of all Executive Committee meetings

ARTICLE V - ELECTIONS

Section 1: The Chair-Elect shall be confirmed by a majority vote of RACDOS members present at the summer meeting. With the exception of formal voting, those designated to attend this meeting or submit a formal request are eligible to run for office. The Chair will conduct the election and announce the new Chair-Elect immediately following election by the membership.

Section 2: The Chair-Elect shall serve a three year term as an officer of RACDOS - one year as Chair-Elect, one year as Chair, and one year as Immediate Past Chair.

Section 3: Terms of service for each officer will begin at the conclusion of the summer meeting at which elections occur and end at the conclusion of the following summer meeting.

Section 4: When an office becomes vacant during a term of service, the Executive Committee shall select an appropriate representative to complete the specified term of office.

ARTICLE VI - COMMITTEES

Section 1: Additional committees may be appointed on an ad hoc basis by the Executive Committee to address specific concerns.

ARTICLE VII - AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of RACDOS members present and voting. Proposed amendments must be submitted to the Executive Committee for review. All proposed amendments will be distributed to the full membership prior to a vote. The Executive Committee may, for good cause, offer support or non-support for an amendment. Amendments will be determined by a two-thirds majority vote of RACDOS members present and voting at the time of the proposed amendment(s).

The Bylaws were approved by the RACDOS membership on November 4, 2016.