University System of Georgia
Administrative Committee on Graduate Work

Fall Meeting MINUTES

Meeting Date: October 7, 2005
Place: Fort Valley State University
Members Present: see attached list

I. Meeting was opened at 9:00 AM by Chairman Claude Perkins, Albany State University. Chairman Perkins thanked Fort Valley State University host Seyoum Gelaye, Dean of College of Graduate Studies and Extended Education for his hospitality and for a wonderful dinner and entertainment. Dr. Gelaye provided a welcome to the group and a presentation about FVSU.

II. USG/BOR Report – Dr. John Wolfe, University System of Georgia
   A. Chancellor Search – Search process moving along; narrowing of the applicant pool in progress, aiming at having an appointment the 1st of year.
   B. ACOGW requested a meeting with Dr. Dan Papp to seek the restoration of the funding for the Leadership Workshop ($15K) – John discussed with Dan and Dan will request Chancellor to restore these funds – stay tuned.
   C. Faculty Workload Study – A requested by the General Assembly the USG has surveyed all institutions regarding workload issues and has developed a draft report. Issues that have surfaced include: Teaching Load vs. Work Load; Align Date Set; Date Compatibility; BANNER vs. PeopleSoft; Output vs. Zpt. Data; Non-institutional activity. This is a very complex issue and action on the report has been tabled.
   D. Post-Tenure Review – Each campus is charged with developing processes and implementing the reviews.
   E. Student Health Insurance Task Force – USG Task Force. A task force is examining the whole scope of student insurance, including graduate students. In the process of developing an RFP for vendors. This is a very important and complex issue. Continued discussion centered on segmenting the system institutions so that Research Institutions could explore this for graduate students, waivers, expense to the students and the institutions, gratuity restrictions within Georgia, and International students.

III. Program Planning – Leadership Development Minority Graduate Recruitment Seminar – Dr. Jack Jenkins, University of West Georgia
    (Handout)
    March 31 – April 1st – Potential date

    Review of last year’s program – Friday/Saturday

    *Discussion followed regarding the seminar timing:
Friday afternoon and Saturday – need to work with hotel to ensure that technology is working and setup; perhaps need to look at different venue services and conference setup; perhaps move around Atlanta

- additional discussion on activities to increase communication/networking – (ie) school night, ice-breaker activities, student exchange – items that can exchange with others from your school

- Dr. Jenkins will send revised schedule to all for input.

* Led to a discussion of the Spring Meeting – Kennesaw State University in February – Staff Development Workshop, etc. – Due to budget process, the staff development workshop may need to be apart of the Fall meeting. Further discussion is needed.

IV. Strategic Planning – Chairman Perkins began the discussion of Strategic Plan and then turned the role of facilitator over to Dr. Charlie Hardy, Georgia Southern University. The objective was to develop an action plan for ACOGW for 2005-2006. The following action plans were decided upon and Primary Drivers (People) selected.

**Action Plan 1:** Leadership Development Minority Recruitment Seminar – Jack Jenkins – University of West Georgia/Patricia Cameron, Medical College of Georgia

**Action Plan 2:** USG Graduate Education “FACE” Brochure – Michael Johnson – University of Georgia/Donna Gessell – North Georgia College and State University

**Action Plan 3:** Economic Development Study – Charlie Hardy- Georgia Southern University

V. Sharing from around the USG

411 website being developed for Istop application submission to USG schools – Will this include Graduate School Application?

Southern Poly is in the process of searching for a Director of Graduate Programs

VI. Question regarding attendance by all institutions.

Chairman Perkins contacted all school representatives who did not pre-register to insure that they were aware of the meeting. Attempts to get 100% attendance will continue.

VII. New Action – Dr. Gretchen Caughman, Medical College of Georgia was elected the new Chair-elect, replacing Dr. Charlie Hardy, Georgia Southern
University who will assume new position at Georgia Southern University effective January 1, 2006.

VII. Next Meeting at Kennesaw State University – February 2006

VIII. Meeting was adjourned at 11:40 AM for lunch

Respectfully Submitted,

Charlie Hardy, Ph.D.
Chair-elect
Members in Attendance:

1. Charlie Hardy, Georgia Southern University
2. Teresa Joyce, Kennesaw State University
3. Donna Gessell, North Georgia College and State University
4. Craig Edelbrock, University of Georgia
5. George N. Williams, Savannah State University
6. Seyoum Gelaye, Fort Valley State University
7. Claude G. Perkins, Albany State University
8. Michael A. Johnson, University of Georgia
9. Mike Price, Armstrong Atlantic State University
10. Gretchen Caughman, Medical College of Georgia
11. Patricia L. Cameron, Medical College of Georgia
12. Jack O. Jenkins, University of West Georgia
13. John Wolfe, Jr., University System of Georgia
14. Bill Dodd, Augusta State University
15. Teresa Williams, Valdosta State University
16. Stacey E. Roy, Valdosta State University
17. Alan Gabrielli, Southern Polytechnic State University