



BOARD OF REGENTS OF
THE UNIVERSITY SYSTEM OF GEORGIA

AGENDA

BOARD OF REGENTS MEETING
Morning
Tuesday, February 13, 2007: Board Room, 7007
270 Washington Street, S.W.; Atlanta, Georgia 30334

	<u>Approximate Times</u>	<u>Agenda Item</u>	<u>Presenter</u>
1	8:00 a.m.	Executive and Compensation Committee (Room 7019)	Chairman Vigil
2	9:00 a.m.	Call to Order	Chairman Vigil
3		Safety Briefing	Mr. Mark Demyanek
4		Invocation	Regent Rodwell
5		Introduction of Legislators Senator Jack Hill, Chair - Senate Appropriations Committee Representative Ben Harbin, Chair - House Appropriations Committee	Mr. Tom Daniel
6		Remarks from the Chancellor	Chancellor Davis
7		Attendance Report	Secretary Murphy
8		Approval of January Minutes	Chairman Vigil
	9:30 a.m.	<u>Track I Committee Meetings</u> (Room 6041)	
9		Academic Affairs	Regent Poitevint
	9:30 a.m.	<u>Track II Committee Meetings</u> (Board Room 7007)	
10		Audit	Regent Leebern
11		Finance and Business Operations	Regent Hatcher
12		Real Estate and Facilities	Regent Tucker
13	Noon	Board Luncheon (Room 7010)	



BOARD OF REGENTS OF
THE UNIVERSITY SYSTEM OF GEORGIA

AGENDA

BOARD OF REGENTS MEETING

Afternoon

**Tuesday, February 13, 2007: Board Room, 7007
270 Washington Street, S.W.; Atlanta, Georgia 30334**

<u>Approximate Times</u>	<u>Agenda Item</u>	<u>Presenter</u>
14	1:00 p.m. Call to Order	Chairman Vigil
15	Audit Committee of the Whole Approvals and Authorities	Regent Leebern
16	Committee Reports: Executive and Compensation Academic Affairs Audit Finance and Business Operations Real Estate and Facilities	Chairman Vigil Regent Poitevint Regent Leebern Regent Hatcher Regent Tucker
17	Cabinet Report	Chancellor Davis Dr. Beheruz N. Sethna Mr. Rob Watts Mr. Tom Daniel
18	Unfinished Business	Chairman Vigil
19	New Business	Chairman Vigil
20	Petitions and Communications	Chairman Vigil
21	Executive Session of the Full Board	Chairman Vigil
22	Adjournment	Chairman Vigil

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EXECUTIVE AND COMPENSATION COMMITTEE

February 13, 2007

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AGENDA

EXECUTIVE AND COMPENSATION COMMITTEE

February 13, 2007

1. Information Item: Committee Process

University System Office staff will brief the Committee on processes currently in place in regard to the composition and charges of the committees of the Board.

2. **Information Item: Policy Issues**

University System Office staff will brief the Committee on staff efforts to examine policies that will be brought to the Board for full discussion at a future meeting.

3. Information Item: Executive Session: Personnel and Compensation Issues

The Executive and Compensation Committee will meet on Tuesday, February 13, 2007, to discuss personnel and compensation issues. Materials will be distributed in Executive Session.

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COMMITTEE ON ACADEMIC AFFAIRS

February 13, 2007

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COMMITTEE ON ACADEMIC AFFAIRS

February 13, 2007

1. **Establishment of a Bachelor of Arts with a Major in English, Macon State College**

Recommended: That the Board approve the request of President David A. Bell that Macon State College (“MSC”) be authorized to establish a Bachelor of Arts with a major in English degree, effective, February 14, 2007.

Abstract: Macon State College proposes to meet an identified baccalaureate need in central Georgia by offering a Bachelor of Arts degree with a major in English with tracks in English and English education. The degree specifically targets students who are planning (1) to attend professional and graduate schools in English and related majors, (2) to teach English education in secondary schools, and (3) to seek employment in careers that require strong language and communication skills. The proposed program is consistent with Macon State College’s state college mission of offering select, baccalaureate programs that meet workforce needs and contribute to the economic development of the metropolitan area.

Need: Based on data and surveys developed by the institution, a continuing demand exists in central Georgia for a workforce skilled in language and communication. The preparation of English teachers will meet both a regional and state need for new teachers. According to results from the National Assessment of Educational Progress in 2005, Georgia’s national ranking in achievement in literacy and language is not reflected in the percentile of the state’s aspirational goal. Because Georgia is one of the top states with student population growth in the K-12 grade levels, a shortage of teachers has a negative impact on all students at all grade levels. According to Georgia Encyclopedia, 2004, approximately 10.6% of Georgia teachers were over age fifty-five, and currently more than one-third of new teachers leave the profession within the first five years of professional work.

Objectives: The following are key objectives of the program: (1) to produce graduates who have sound general knowledge of the English language and who are competent in applying this information in the workplace; and (2) to prepare graduates for careers in secondary English education.

Curriculum: The program will be housed in the Division of Humanities. Students who elect to pursue the English education track will be required to complete 128-semester hours of study; whereas, students who opt to take the English track will be required to complete 122-semester hours of study.

1. **Establishment of a Bachelor of Arts with a Major in English, Macon State College (Continued)**

Projected Enrollment: The institution anticipates enrollments of 50, 74, and 95 students during the first three years of the program.

Funding: The major has been developed with new and some existing courses. President Bell has provided reverification that establishing the program can be accommodated within funds presently available.

Assessment: This program will be reviewed after three years using the existing Comprehensive Program Review process. An external review will take place at the end of the fifth year of implementation.

2. **Establishment of a Major in Biochemistry under the existing Bachelor of Science, Georgia Institute of Technology**

Recommended: That the Board approve the request of President G. Wayne Clough that Georgia Institute of Technology (“GIT”) be authorized to establish a major in Biochemistry under the existing Bachelor of Science degree, effective, February 14, 2007.

Abstract: Biochemistry is a highly interdisciplinary field that integrates the physical sciences and life sciences with specific training in biology with chemistry, mathematics, and physics. Biochemistry is often defined as the study of the chemical processes and transformations in living organisms or the study of the structure and function of cellular components, such as proteins, carbohydrates, lipids, nucleic acids, and other biomolecules (Wikipedia, 2007). Biochemistry is closely aligned with other biological sciences such as genetics, molecular biology, and chemical biology through content, technique, and research. Currently, the School of Chemistry and Biochemistry offers a Bachelor of Science in Chemistry with a track in Biochemistry. A designated degree, however, will better prepare students for positions in industry and for graduate and professional programs.

Need: The creation of the proposed Biochemistry major is consistent with the institution-wide expansion of “bio-related” degree programs and research initiatives. GIT recently created a \$200 million biological-environmental-materials complex that fueled expanded research in biology, biochemistry, and biomedical engineering. The Division of Biochemistry, which emerged during the 1970s, has made contributions to the institution through scholarship, grants, and instruction. The Division of Biochemistry’s research portfolio includes involvement in such campus and regional initiatives as the Institute for Bioengineering and Biosciences, the Center for Drug Discovery and Delivery, and the jointly sponsored Center for Fundamental and Applied Molecular Evolution (“FAME”) that involves scientific collaboration between GIT and Emory University. According to GIT, a workforce highly trained in biochemistry is the key to the nation’s success in existing fields such as human health, agriculture, and energy generation.

Objectives: The proposed program’s operational objectives include the following: 1) graduates will demonstrate an understanding of the principles of chemistry and biology and will develop an understanding of advanced study in a chosen specialty area; 2) graduates will demonstrate proficiency in common biological assays and techniques; 3) graduates will demonstrate the ability to perform accurate and precise quantitative measurements; and 4) graduates will have the skills to plan and execute experiments through directed research. Careers available to graduates include the large pharmaceutical industry followed by work on the human genome project. Private sector employment may be found in biotechnology, medical instrument companies, chemical manufacturing companies, and research laboratories. Public sector employment may be found in cancer research institutes, universities, public health laboratories, environmental pollution control, and agriculture and fisheries.

2. **Establishment of a Major in Biochemistry under the existing Bachelor of Science, Georgia Institute of Technology (Continued)**

Curriculum: The 120-semester hour curriculum requires a rigorous sequence of classes in chemistry, biology, physics, mathematics, and biochemistry with laboratory instruction. The proposed curriculum consists of existing undergraduate courses that are offered on a regular basis. The curriculum has been shaped to reflect recommendations of the American Society for Biochemistry & Molecular Biology for undergraduate programs in Biochemistry. Foundational courses required beyond the core include, but are not limited to, Analytical Chemistry, Organic Chemistry (sequence), Physical Chemistry, Organic Chemistry Laboratory, Biochemistry (sequence), and Biophysical Chemistry.

Projected Enrollment: It is anticipated that the proposed program will draw from students who currently pursue the Biochemistry track as it is currently offered under the Bachelor of Science in Chemistry degree. Recognizing that the proposed program could potentially decrease the number of chemistry majors, GIT has undertaken a review of the chemistry curriculum and will establish programs to attract more majors in the discipline. The institution anticipates enrollments of 70, 110, and 145 students during the first three years of the program.

Funding: No new courses will be required to implement the degree. President Clough has provided reverification that establishing the program can be accommodated within funds presently available.

Assessment: This program will be reviewed after three years using the existing Comprehensive Program Review Process. An external review will take place at the end of the fifth year of implementation.

3. **Establishment of a Major in Applied Linguistics under the existing Bachelor of Arts, Georgia State University**

Recommended: That the Board approve the request of President Carl V. Patton that Georgia State University (“GSU”) be authorized to establish a major in Applied Linguistics under the existing Bachelor of Arts degree, effective, February 14, 2007.

Abstract: GSU’s Department of Applied Linguistics and English as a Second Language proposes a Bachelor of Arts degree with a major in Applied Linguistics. The proposal capitalizes on the strengths of departmental faculty. The proposed major will support the mission of GSU by strengthening departmental offerings at the undergraduate level and providing a coherent program of study in Applied Linguistics, particularly for students who want to learn more about the roles of language, culture, and literacy in a globalized economy. The proposed program further contributes to the institutional priority concerning a commitment to international initiatives and a focus on language and literacy.

Need: Shifts in the U.S. population and educational and business practices outside the country, have precipitated the need to develop more and better prepared teachers of English as a Second/Foreign Language and other professionals with an applied linguistics background. A degree in Applied Linguistics would prepare students for (1) graduate work in the U.S. and internationally, (2) work as a teacher to speakers of other languages, and (3) work with nonprofit language research institutions and social service organizations. The proposed program is an integral fit with the institution’s master’s and doctoral programs that are currently offered in the discipline. Professional organizations that contribute to the discipline such as the American Association for Applied Linguistics will be tracked to ascertain job opportunities for students who do not seek graduate study. Establishment of the proposed major would enable the department to reallocate its resources more efficiently by ensuring that tenure track faculty resources were made available to assist in meeting institutional goals.

Objectives: The undergraduate degree in Applied Linguistics would prepare students for work in several areas such as positions in institutions that teach English as a Second Language; international programs and universities that need graduates with applied linguistics training; positions with the Educational Testing Service research centers, Peace Corps, and the Department of State; graduate study for teacher-scholars; and graduate work in related fields.

Curriculum: The 120-semester hour program has a global focus with an emphasis on language analysis, literacy, language acquisition, and the teaching of second languages, particularly English, to adults. A foreign language requirement is prescribed within the program.

Projected Enrollment: The institution anticipates enrollments of 65, 95, and 135 during the first three years of the program.

3. **Establishment of a Major in Applied Linguistics under the existing Bachelor of Arts, Georgia State University (Continued)**

Funding: The major has been developed with existing courses. President Patton has provided reverification that establishing the program can be accommodated within funds presently available.

Assessment: This program will be reviewed after three years using the existing Comprehensive Program Review Process. An external review will take place at the end of the fifth year of implementation.

4. Establishment of Master of Arts in Teaching Programs for Initial Teacher Certification, Georgia State University

Recommended: That the Board approve the request of President Carl V. Patton that Georgia State University (“GSU”) be authorized to establish Master of Arts in Teaching programs for initial certification, effective, February 14, 2007.

Abstract: GSU requests the reconfiguration of degrees based on a consensus definition of the Master of Arts in Teaching (“M.A.T.”) degree that was reached by a committee of University System of Georgia Deans of Education. The purpose of the Master of Arts in Teaching degree is to offer a master’s degree route to initial teacher certification for individuals who already hold a bachelor’s degree in an academic discipline. The majors listed below currently lead to initial teacher certification. The reconfiguration is requested in order to differentiate between M.A.T. and Master of Education (“M.Ed.”) programs at the institution.

Below is a grid that depicts the conversion of existing initial teacher certification degrees:

<i>Master of Education (for initial teacher certification) with Majors in:</i>	<i>Master of Arts in Teaching with Majors in:</i>
Behavior/Learning Disabilities	Behavior/Learning Disabilities
Early Childhood Education	Early Childhood Education Alternative Preparation
English Teacher Education	English Education Alternative Preparation
Mathematics Education	Mathematics Education Alternative Preparation
Middle Childhood Education	Middle Childhood Education Alternative Preparation
Multiple and Severe Disabilities	Multiple and Severe Disabilities
Reading, Language, and Literacy Education	Reading, Language, and Literacy Alternative Preparation
Science Education	Science Education Alternative Preparation
Social Studies Education	Social Studies Education Alternative Preparation

The Master of Education programs will continue to be offered as advanced certification degree programs. Such action will address the needs of the community to provide currently certified teachers with advanced knowledge in their intended area of interest. Both the Master of Arts in Teaching degree and the Master of Education programs that offer advanced certification will continue to co-exist and serve the needs of two different constituencies.

5. Establishment of Master of Arts in Teaching Programs for Initial Teacher Certification, Armstrong Atlantic State University

Recommended: That the Board approve the request of President Thomas Z. Jones that Armstrong Atlantic State University (“AASU”) be authorized to establish Master of Arts in Teaching (“M.A.T.”) programs for initial certification, effective, February 14, 2007.

Abstract: AASU requests the reconfiguration of degrees based on a consensus definition of the Master of Arts in Teaching degree that was reached by a committee of University System of Georgia Deans of Education. The purpose of the M.A.T. is to offer a master’s degree route to initial teacher certification for individuals who already hold a bachelor’s degree in an academic discipline. The majors listed below currently lead to initial teacher certification. The reconfiguration is requested in order to differentiate between M.A.T. and Master of Education (“M.Ed.”) programs at the institution.

Below is a table that depicts the conversion of existing Master of Education programs to Master of Arts in Teaching majors:

<i>Master of Education (for initial teacher certification) with Majors in:</i>	<i>Master of Arts in Teaching with Majors in:</i>
Early Childhood Education	Early Childhood Education
Middle Grades Education	Middle Grades Education
Special Education	Special Education

The proposed M.A.T. degree will replace the M.Ed. with initial certification and more adequately address the needs of candidates pursuing initial certification at the graduate level. Students who enter the College of Education with an earned baccalaureate degree in an academic discipline can pursue initial certification through a prescribed program of study. The program of study is designed for each individual student and is dependent on the requested certification area.

The Master of Education programs in Early Childhood Education, Middle Grades Education, and Special Education will continue to be offered as advanced certification degree programs. Such action will address the needs of the local community to provide currently certified teachers with advanced knowledge in their intended area of interest. Both the Master of Arts in Teaching degree and the Master of Education programs that offer advanced certification will continue to co-exist and serve the needs of two different constituencies.

6. Reconfiguration of Existing Master of Education and Specialist in Education Programs, University of West Georgia

Recommended: That the Board approve the request of Interim President Thomas J. Hynes that the University of West Georgia (“UWG”) be authorized to reconfigure existing Master of Education (“M.Ed.”) and Specialist in Education (“Ed.S.”) programs, effective, February 14, 2007.

Abstract: UWG requests approval to add one Master of Education program and one Specialist in Education program after reconfiguring and collapsing four existing master’s level majors and four existing specialist majors all in secondary education areas. The reconfiguration of degree programs is depicted below:

<i>Current Degrees and Majors</i>	<i>Reconfigured Programs</i>
M.Ed. with a major in Teaching Field - English M.Ed. with a major in Teaching Field – Mathematics M.Ed. with a major in Teaching Field – Science M.Ed. with a major in Teaching Field – Social Studies	M.Ed. with a major in Secondary Education
Ed.S. with a major in Teaching Field – English Ed.S. with a major in Teaching Field – Mathematics Ed.S. with a major in Teaching Field – Science Ed.S. with a major in Teaching Field – Social Studies	Ed.S. with a major in Secondary Education

The eight discipline-specific programs will be redesigned into two programs that contain the essential content for secondary education. Such action is requested due to low enrollments. Students matriculating through the resultant two programs will have an opportunity to refine their studies to meet disciplinary needs through specialized assignments and classroom based experiences. The proposed program redesign will benefit the respective departments in the College of Education and the College of Arts & Sciences by allowing faculty to focus their time and resources on each unit’s mission and the overall institutional strategic plan.

7. **Administrative and Academic Appointments and Personnel Actions, Various System Institutions**

The administrative and academic appointments are reviewed by the Chair of the Committee on Academic Affairs.

8. Establishment of the William Harry Willson Distinguished Chair, University of Georgia

Recommended: That the Board approve the request of President Michael F. Adams that the University of Georgia (“UGA”) be authorized to establish the William Harry Willson Distinguished Chair, effective, February 14, 2007.

Abstract: UGA requests approval to establish the William Harry Willson Distinguished Chair in the Terry College of Business. The distinguished chair was established through a generous gift from Ms. Jane Willson. The endowed chair will honor the vision and leadership of William Harry Willson. It is specified that the chair holder must be a full professor with an outstanding national reputation. The holder is not restricted to a specific business discipline.

President Adams has verified that \$2,566,867 is on deposit with the University of Georgia Foundation that will serve as the corpus of the endowment.

Biographical Sketch: In honor of her late husband, Ms. Jane Willson provided a philanthropic gift for the establishment of the William Harry Willson Distinguished Chair in the Terry College of Business. Although neither Mr. nor Mrs. Willson attended the University of Georgia, they both shared a passion for giving generously to programs that enhance academia at the institution. Ms. Willson is quoted as having said that one of the best ways to give back to the state was to support higher education at its flagship university. Ms. Willson is president and owner of Sunnyland Farms in Albany, which she founded with her late husband in 1948. The company is renowned for providing quality pecans, candy, and nuts.

9. Establishment of the Allan M. Armitage Professorship, University of Georgia

Recommended: That the Board approve the request of President Michael F. Adams that the University of Georgia be authorized to establish the Allan M. Armitage Professorship, effective, February 14, 2007.

Abstract: UGA requests approval to establish the Allan M. Armitage Professorship for Herbaceous Plant Instruction and Introduction in the Department of Horticulture, housed within the College of Agricultural and Environmental Sciences. The distinguished chair was established through a generous gift from numerous donors in recognition of Dr. Armitage's numerous contributions to the Department of Horticulture.

Creation of the professorship is supported by the Georgia Green Industry Association and other external constituents of the College of Agricultural and Environmental Sciences. The Armitage Professorship will have an outstanding national reputation in the areas of herbaceous ornamental plant breeding, development and introduction and will support the interests of the ornamental horticulture industry.

President Adams has verified that \$260,155 is on deposit with the University of Georgia Foundation that will serve as the corpus of the endowment.

10. Establishment of the Distinguished Chair of Public Safety Partnerships, Georgia State University

Recommended: That the Board approve the request of President Carl V. Patton that Georgia State University (“GSU”) be authorized to establish the Distinguished Chair of Public Safety Partnerships, effective, February 14, 2007.

Abstract: GSU requests approval to establish the Distinguished Chair of Public Safety Partnerships in the College of Health and Human Sciences. The chair holder will be engaged in highly visible teaching, research, and community service activities consistent with the purpose of the chair and his or her own academic interests.

The Distinguished Chair of Public Safety Partnerships will be a cornerstone for the university’s Department of Criminal Justice and will work closely with its Georgia International Law Enforcement Exchange and the International Law Enforcement Exchange. The two programs enhance interagency cooperation between national and international law enforcement officials and provide professional education programs focused on community policing, counter-terrorism, and drug interdiction.

President Patton has verified that \$1,000,000 is on deposit with the Georgia State University Foundation, Inc. that will serve as the corpus of the endowment.

11. Information Item: Service Agreements

Pursuant to authority granted by the Board at its meeting on February 7 and 8, 1984, the presidents of the listed institutions have executed service agreements with the indicated agencies for the purposes and periods designated, with the institutions to receive payment as indicated:

Georgia State University

Georgia Department of Education Analyze data collected by Department	10/13/06 – 6/30/07	\$130,000
Georgia Governor's Office of Highway Safety Study high percentage of alcohol-related crashes, injuries and fatalities among college-age students/youth in the United States, especially in Georgia	10/1/06 – 9/30/07	\$18,000
Georgia Humanities Council Provide funding of the 2007 workshop in "Conversations among Partners in Learning Series: English Teachers from the Schools and Colleges in Dialogue"	1/1/07 – 12/31/07	\$1,200
Georgia Governor's Office of Highway Safety Disseminate traffic safety-related education materials; reduce pedestrian injuries/fatalities from traffic crashes by educating students, staff and faculty; hold minimum of six educational programs; participate in Highway Safety campaigns	10/1/06 – 9/30/07	\$16,700
Georgia Department of Human Resources Evaluate an intensive home visiting pilot program in Georgia, with major goals of decreasing child maltreatment, ensuring children are healthy and reach developmental milestones consistent with their age, enhancing family functioning by building positive parent-child relationships and parental problem-solving skills	11/15/06 – 8/30/07	\$317,162
Georgia Department of Human Resources Conduct HIV Early Intervention services and training	10/1/06 – 9/30/07	\$653,834
Georgia Department of Human Resources Conduct asthma workshop	1/1/07 – 12/31/07	\$3,163

11. Information Item: Service Agreements (Continued)**University of Georgia**

Georgia Commodity Commission for Peanuts Determine impact of kill date of bahia, tillage methods in planting and Temik on peanut yield and quality when planted after bahia grass	1/1/06 – 12/31/06	\$10,000
Georgia Department of Agriculture Provide educational programs to increase producer and veterinary practitioner's knowledge of Johne's disease, and increase the number of producers participating in the program	4/1/06 – 12/31/06	\$27,475
Georgia Department of Corrections Manage the Rogers State Prison Dairy Farm on a day-to-day basis to include all aspects of dairy production	7/1/06 – 6/30/07	\$419,420
Georgia Department of Corrections Conduct leadership institute program for 45 to 50 Department managers during fiscal year 2007	7/1/06 – 6/30/07	\$56,000
Georgia Department of Education Collect, analyze and assess Comprehensive School Reform programs and report data on student academic achievement and other indicators of the 2006-07 funded schools; compile and report information to the state Title 1 Office on the extent of implementation	9/14/06 - 6/30/07	\$753,865
Georgia Department of Human Resources Provide social work education and child welfare training for current Department workers and students preparing for employment with the department to begin, continue or complete their study for the Bachelor or Master's of Social Work programs	8/16/06 – 8/15/07	\$1,070,127
Georgia Department of Juvenile Justice Provide counseling services to delinquent youth in Clark County under court supervision	7/1/06 – 6/30/07	\$18,000
Georgia Department of Juvenile Justice Assist with supervision and programming for delinquent youth committed to the state who are participating in supervised community programs; assist in providing prevention services to youth in the community determined to be at risk for delinquency	7/1/06 – 6/30/07	\$49,817

11. Information Item: Service Agreements (Continued)

Georgia Department of Natural Resources Address the hydromodification conditions cited in the 2002 Georgia Coastal Nonpoint Program Findings and Conditions needed for approval of the Coastal Nonpoint Source program; minimize negative impacts of coastal dredging	8/2/06 – 9/30/07	\$100,00
Georgia Department of Natural Resources Evaluate the chemical and biological health of Georgia's major coastal rivers and estuaries; the St. Mary's River will be the fourth in the series	10/1/06 – 9/30/07	\$49,999
Georgia Department of Natural Resources Produce and distribute a comprehensive Georgia Coastal Natural Resources Access Handbook that will aid visitors in accessing Georgia's natural, cultural and historic resources and educate readers concerning the value of the resources	10/1/06 – 9/30/07	\$50,000
Georgia Environmental Facilities Authority Work with multiple segments of the agricultural population to provide education, demonstration, and general information regarding efficient use of energy resources	10/1/06 – 9/30/07	\$70,000
Georgia Forestry Commission Develop a series of maps from 2005 Landsat imagery representing distribution of tree canopy, impervious surface and land cover in Georgia and to analyze the change since 2000	8/26/06 – 11/30/06	\$32,000
Georgia General Assembly Provide research, training, technical assistance and other services to members of the Georgia General Assembly	7/1/06 - 6/30/07	\$158,768
Georgia General Assembly Staff and manage the Reapportionment Office for the Georgia General Assembly	7/1/06 – 6/30/07	\$407,405
Governor's Office of Highway Safety Provide educational opportunities involving at least 50 percent of student population on the effects of alcohol and highway issues by end of school year	10/1/06 – 9/30/07	\$18,000
Governor's Office of Highway Safety Provide comprehensive education, training, and resources in use of safety belts and child safety seats, teen driver training and other activities to reduce traffic-related injuries and fatalities statewide	10/1/06 – 9/30/07	\$987,800

11. Information Item: Service Agreements (Continued)

Governor's Office of Highway Safety Develop and implement process whereby data related to Office of Highway Safety programs will be compiled and analyzed; submit report that includes a summary and interpretation of all preliminary data that has been collected	10/1/06 – 9/30/07	\$309,400
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Georgia Southern University

Conduct Teacher Quality Sea Turtle Conversation Program	11/1/06 – 8/30/07	\$71,469
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TOTAL AMOUNT – FEBRUARY 2007	\$ 3,162,376
TOTAL AMOUNT FY 2007 TO DATE	\$21,069,188
TOTAL AMOUNT FY 2006 TO FEBRUARY	\$25,591,166
TOTAL AMOUNT FY 2006	\$33,452,938

12. Information Item: Regents' Test

Chief Academic Officer/Executive Vice Chancellor Beheruz N. Sethna will present a revised plan to the Academic Affairs Committee concerning the Regents' Test. The draft recommendations are listed below:

- 1) Retain the Regents' Test.
- 2) Institute specialized remediation for students who have taken the test multiple times.
- 3) Allow each campus to appeal the results of the Regents' Test for no greater than 0.1% (one-tenth of one percent) of test-takers (or one student, whichever is greater).
- 4) Allow hardship waivers for the Regents' Test in very rare circumstances when, after enrollment, students develop documented medical conditions that make the test inapplicable.
- 5) Revisit and re-evaluate this new approach after two years to examine what aspects of it are working and which ones are not, and to examine whether the success rates of multiple test takers has improved.

In addition, the recommendations include prescriptive guidelines on both writing and reading appeals for students who are unable to demonstrate those skills in a standard test format.

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AUDIT COMMITTEE

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INFORMATION ITEMS

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| 4. Year-to-Date Status of Fiscal Year 2007 Audit Plan | 4 |
| 5. Presentation on University System Approvals and Authorities | 5 |

AGENDA

AUDIT COMMITTEE

February 13, 2007

1. Information Item: Presentation of SAS 112

The Chief Audit Officer and Associate Vice Chancellor for Internal Audit, Ronald B. Stark, will present the requirements of the Statement on Auditing Standards (“SAS”) 112. This new statement is effective for the current fiscal year and will change the way audit deficiencies are presented on financial statements. The statement emphasizes the role that management and the Board play in the control structure of the organization.

2. **Information Item: Update of University System of Georgia Hotline**

In September 2005, the Audit Committee discussed the best practices of the Sarbanes-Oxley Act and which best practices should be adopted by the University System of Georgia. At this meeting, the Chief Audit Officer and Associate Vice Chancellor for Internal Audit, Ronald B. Stark, will provide a status report on the University System of Georgia hotline. Mr. Stark will demonstrate what the hotline may look like.

3. Information Item: Year-to- Date Status of Implementation of Audit Findings

Chief Audit Officer and Associate Vice Chancellor for Internal Audit, Ronald B. Stark, receives quarterly reports from all institutions regarding the status of all audit findings (state, Board of Regents, and campus-based). This information is recorded and evaluated quarterly. It has been used to determine the implementation of all audit findings. Mr. Stark will present the status of implementation of findings as of December 31, 2006.

4. Information Item: Year-to-Date Status of Fiscal Year 2007 Audit Plan

The Chief Audit Officer and Associate Vice Chancellor for Internal Audit, Ronald B. Stark, evaluates the status of the University System audit plan each quarter. The campus-based auditors submit quarterly reports showing the status of their individual plans and their resource utilization. The information is then consolidated with information from the Board of Regents Internal Audit Department. At this meeting, Mr. Stark will present the overall status of the fiscal year 2007 audit plan as of December 31, 2006.

5. Information Item: Presentation on University System Approvals and Authorities

Chancellor Erroll B. Davis, Jr. established presidential committees to evaluate the appropriateness of the approvals and authority levels of all University System manuals. The Chief Audit Officer & Associate Vice Chancellor for Internal Audit, Ronald B. Stark, will present the status of the committees' recommendations.

Tab 11

AGENDA

COMMITTEE ON FINANCE AND BUSINESS OPERATIONS

February 13, 2007

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APPROVAL ITEMS

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| 2. | Revision of The Policy Manual, Section 704, Tuition and Fees | 8 |

INFORMATION ITEM

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AGENDA

COMMITTEE ON FINANCE AND BUSINESS OPERATIONS

February 13, 2007

1. Revision of The Policy Manual, Section 702, Budgets

Recommended: That the Board approve revisions to the Policy Manual, Section 702, concerning budgets and auxiliary enterprises, as proposed below.

Background: The proposed changes to policy concern definitions of the University System of Georgia (the "System") of Georgia budget and auxiliary enterprises. The major changes include:

- Adding definitions of expenditure categories for educational and general budgets. The budget review process revealed inconsistencies among System institutions in their use of these standardized functional categories. Since these are used in the evaluation of institutional budgets, it is recommended that they be incorporated into policy. The definitions follow the National Association of College and University Business Officer ("NACUBO") guidelines and are used by all higher education institutions across the country.

Concerning Auxiliary Enterprises, the proposed policy changes include:

- Require the creation and annual updating of five-year plans for all auxiliary enterprise functions. Concurrent with this change, the Business Procedures Manual will require that institutions identify each auxiliary enterprise function with separate fund codes to allow for evaluation of revenues and expenditures.
- Require institutions to identify their methodology for allocation of physical plant expenses to auxiliary enterprises and include the methodology in their five-year plan.
- Allow institutions to operate certain activities on a loss basis where such activities serve the needs of students but shall require explanation and justification in the five-year plan indicating that there are sufficient revenues from other auxiliary enterprise sources to sustain operations.
- Allow subsidization of certain auxiliary enterprise activities with general fund resources where such subsidization serves the central mission and strategic goals of the institution.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

1. **Revision of The Policy Manual, Section 702, Budgets (Continued)**

702 THE UNIVERSITY SYSTEM OF GEORGIA BUDGETS

The University System of Georgia Budget shall comprise all funds received by System institutions and agencies including, but not limited to, state appropriations, tuition, revenues generated from mandatory and elective fees as defined in Sections 704.021 through 704.0225, federal, state and local grant and contract revenues, revenues from the sales of services, scholarship income, gifts and donations and the income generated therefrom and any other such sources as are used to provide for teaching, research and service and the general and educational activities and functions related thereto in support of the goals, objectives and mission of the system. ~~Financial and budgetary procedure for the University System shall divide financing, accounting, and operation of fiscal affairs into two parts: first, educational and general programs, such as cost of instruction, research, public service, academic support, student services, institutional support, operation and maintenance of plant, and scholarships and fellowships, and such income as student fees, federal grants, endowment income, vocational funds income from sales, gifts, rentals, and other related items; and, second, auxiliary enterprises, such as dining halls, residence halls, and other related items.~~

702.01 BUDGET CATEGORIES

702.0101 EDUCATIONAL AND GENERAL REVENUES AND EXPENDITURES

~~The first division educational and general facilities will be financed with income derived under this division and with funds provided by the State. Any savings made in operation of this division shall be expended only at the direction of the Board. The Board shall also give due consideration to any loss that may occur in its operation.~~

Education and general revenues and expenditures shall be defined as revenues received and expenditures made to support the teaching, research and public service missions of University System of Georgia institutions, which shall be categorized as follows:

1. Revision of The Policy Manual, Section 702, Budgets (Continued)**Instruction**

The instruction category includes expenditures for all activities that are part of an institution's instruction program. Expenditures for credit and noncredit courses; academic, vocational, and technical instruction; remedial and tutorial instruction; and regular, special, and extension sessions should be included. Expenditures for departmental research and public services that are not separately budgeted should be included in this classification. This category excludes expenditures for academic instruction when the primary assignment is administration – for example – academic deans. However, expenditures for department chairpersons and administrators for whom instruction is an important role are included.

Research

The research category includes all expenditures for activities specifically organized to produce research, whether commissioned by an agency external to the institution or separately budgeted by an organizational unit within the institution. Subject to these conditions, the category includes expenditures for individual and/or project research as well as that of institutes and research centers. This category does not include all sponsored programs nor is it necessarily limited to sponsored research, since internally supported research programs, if separately budgeted, might be included in this category under the circumstances described. Expenditures for departmental research that are separately budgeted for research are included in this category. However, the research category does not include expenditures for departmental research that are not separately budgeted.

Public Service

The public service category includes expenditures for activities established primarily to provide non-instructional services beneficial to individuals and groups external to the institution. These activities include community service programs (excluding instructional activities) and cooperative extension services. Included in this category are conferences, institutes, general advisory services, reference bureaus, radio and television, consulting, and similar non-instructional services to particular sectors of the community.

1. Revision of The Policy Manual, Section 702, Budgets (Continued)**Academic Support**

The academic support category includes expenditures incurred to provide support services for the institution's primary missions: instruction, research, and public service. It includes the retention, preservation, and display of educational materials, for example, libraries, museums, galleries; the provision of services that directly assist the academic functions of the institution, such as demonstration schools associated with a department, school, or college of education; media such as audio-visual services and technology such as computing support; academic administration (including academic deans but not department chairpersons) and personnel development providing administration support and management direction to the three primary missions (instruction, research, public service); and separately budgeted support for course and curriculum development. For institutions that currently charge some of the expenses – for example, computing support – directly to the various operating units of the institution, this category does not reflect such expenses.

Student Services

The student services category includes expenditures incurred for offices of admissions and the registrar and activities with the primary purpose of contributing to students' emotional and physical well-being and intellectual, cultural, and social development outside the context of the formal instruction program. It includes expenditures for student activities, cultural events, student newspapers, intramural athletics, student organizations, intercollegiate athletics (if the program is not operated as an essentially self-supporting activity), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration, and student health service (if not operated as an essentially self-supporting activity). In recent years, some institutions have created an office of enrollment management; expenditures for such an office are best categorized in student services.

Institutional Support

The institutional support category includes expenditures for central executive-level activities concerned with management and long-range planning for the entire institution, such as the governing board, planning and programming, and legal services; fiscal operations, including the investment office; administrative data processing; space management; employee personnel and records; logistical activities that provide procurement, storerooms, safety, security, printing, and transportation services to the institution; support services to faculty and staff that are not operated as auxiliary enterprises; audit services, and activities concerned with community and alumni relations, including development and fund raising. To the extent that fringe benefits are not assigned to other functional categories, those benefits would be charged to institutional support.

1. Revision of The Policy Manual, Section 702, Budgets (Continued)**Plant Operations and Maintenance**

The operation and maintenance of plant category includes all expenditures of current operating funds for the operation and maintenance of the physical plant, in all cases net of the amount charged to auxiliary enterprises, hospitals, and independent operations. It includes all expenditures for operations established to provide services and maintenance related to grounds and facilities. Also included are utilities, fire protection, property insurance, and similar items. It does not include expenditures made from the institutional plant funds accounts.

Scholarships and Fellowships

The scholarships and fellowships category includes expenditures for scholarships and fellowships – from restricted or unrestricted current funds – in the form of grants to students, resulting from selection by the institution or from an entitlement program. The category also includes trainee stipends, prizes, and awards. Trainee stipends awarded to individuals who are not enrolled in formal course work should be charged to instruction, research, or public service.

702.0102 AUXILIARY ENTERPRISES REVENUES AND EXPENDITURES

~~The second division — auxiliary enterprises — shall be placed on a self supporting basis, and the state will not make appropriation to finance its operation. Funds collected from these enterprises will be used to provide the best possible services that can be provided for the amount charged without subsidy or support from the funds of the institutions for maintenance and utility services. Accounting records for auxiliary enterprises will be maintained on the full accrual basis of accounting, therefore, funded depreciation will be required for all auxiliary enterprise service equipment, buildings, infrastructure and facilities, and other improvements. The reserve for depreciation will be used for repair and replacement of auxiliary assets according to guidelines provided in the Business Procedures Manual. The funds collected will be left with the institutions.~~

~~Intercollegiate athletics shall be classified as an auxiliary enterprise for financial reporting; however, the provision of this policy prohibiting support from the funds of the institutions for maintenance and utility services shall not apply. Additionally, funds from intercollegiate athletics shall not be commingled with other auxiliary enterprise funds.~~

1. Revision of The Policy Manual, Section 702, Budgets (Continued)

Auxiliary enterprises revenues and expenditures shall be defined as all revenues received and expenditures made for functions and activities which are related to the mission of University System of Georgia institutions including, but not limited to:

Housing

Food Services

Student Health Services

Student Activities

Intercollegiate Athletics (excluding intercollegiate athletics which are operated under the authority of a separately organized athletic association)

Parking

Transportation

Stores and Shops

Vending and Other Services

Auxiliary enterprise operations shall operate on a self-supporting basis with revenues derived from student fees and other non-state sources, except as provided below. Each auxiliary enterprise operation shall be charged for its share of plant operations and maintenance expense as a direct expense and/or charged on the basis of an allocation methodology such as share of total institutional square footage. University System of Georgia institutions may choose also to charge administrative overhead to recoup general costs expended on behalf of each operation.

Each institution shall develop and update annually a five-year plan for each auxiliary enterprise operation that defines the level and manner of service to be provided, planned expenditures and sources of revenue, including projected fee requirements. The format and content of each plan shall be determined by the Vice Chancellor for Fiscal Affairs, but must minimally contain the following:

A. A statement regarding the role of the enterprise in the context of the institution's academic mission.

B. A statement of goals and objectives to be achieved over the course of the five year plan.

C. A statement on operating strategy including services to be provided and sources of revenue, including student fees.

1. Revision of The Policy Manual, Section 702, Budgets (Continued)

D. A financial pro forma which projects future revenues and expenditures consistent with stated goals and objectives (The method used to allocate plant operations costs and other indirect costs, if charged, shall also be described in the five year plan.)

Exceptions to the requirement that institutions operate their auxiliary enterprises on a self-supporting basis shall be recognized as follows:

E. Institutions may choose to operate some auxiliary enterprise activities on a loss basis but must indicate in their five-year plans how the costs of such activities will be covered by revenues generated through other auxiliary operations. It shall be the Board of Regents' determination as to whether such losses are sustainable based on the institution's five-year plan.

F. Institutions may apply general fund resources to auxiliary enterprise operations where such expenditures can be justified as supporting the primary mission of the institution. In no instance may general fund revenues be used to support athletic scholarships. The use and amount of general revenues applied to the support of auxiliary enterprise operations shall be included in the five-year plan.

Accounting records for auxiliary enterprises will be maintained on the full accrual basis; therefore, funded depreciation will be required for all auxiliary enterprise service equipment, buildings, infrastructure and facilities, and other improvements. The reserve for depreciation will be used for repair and replacement of auxiliary assets according to guidelines provided in the Business Procedures Manual. The funds collected will be left with the institutions.

702.302 OPERATING BUDGETS

Each institution of the System shall prepare an operating budget for educational and general activities and an operating budget for auxiliary enterprises of the institution for the fiscal year within the limit of funds allocated plus estimated internal income of the institution. Operating budgets of separately incorporated athletic organizations are specifically excluded from this process, although the transfer of student fees to those separately incorporated organizations must be reflected as a single item in the budget submitted to the Chancellor (BR Minutes, 1946-47, pp. 214-15).

2. Revision of The Policy Manual, Section 704, Tuition and Fees

Recommended: That the Board approve revision of the Policy Manual, Section 704, concerning tuition and fees, as provided below.

Background: At its April 2006 meeting, the Board of Regents approved in concept the creation of a guaranteed tuition plan designed to provide greater predictability in college costs for students and parents, encourage earlier graduation, and provide for better utilization of University System of Georgia assets. The guaranteed tuition policy currently fixes tuition rates for a student for three, four, or five years, depending upon the type of institution and programs in which the student is enrolled. The recommended policy language makes the guaranteed tuition rate “fixed for four” regardless of type of institution or program.* Additionally, the new language:

- Affirms that non-System transfer students (i.e., those students that begin their academic career outside the state or in a non-System institution within the state) will have only a one-time guaranteed tuition for two years (six consecutive semesters).
- In keeping with the intent of the “fixed for four” policy, allows transient students to gain the benefit of the guaranteed tuition rates based on their year of entry into the University System of Georgia.

* This change does not alter the provision in the policy that allows institutions to determine those programs for which an extension of the guarantee will be permitted subject to filing a list of such programs with the Board of Regents at the start of the academic year. However, as a general rule, it restricts use of the guaranteed tuition policy for students who may begin enrollment in learning support courses.

Please note that the strike-through text represents deletions from the current version and the highlighted texts represent additions.

2. Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)

704 TUITION AND FEES

704.01 TUITION

704.011 DEFINITIONS

A. Tuition shall be defined as payment required for credit-based instruction and related services and shall be charged to all students. Tuition rates for all University System of Georgia institutions and programs shall be approved annually no later than the May meeting by the Board of Regents to become effective the following fall semester. Exceptions to this requirement may be granted upon recommendation of the Chancellor and approval by the Board of Regents. Tuition for both undergraduate and graduate students enrolled at an institution within the University System of Georgia shall be charged at the full rate for students enrolled for 12 credit hours or more and at a per credit hour rate for students enrolled for less than 12 credit hours. Distance education courses and programs as defined in Section 704.016 may be exempted from this policy and charged on a per credit hour basis.

B. In-state tuition shall be defined as the rate paid by students who meet the residency status requirements as provided in Section 403 of The Policy Manual.

C. Out-of-state tuition shall be defined as the rate paid by students who do not meet the residency status requirements as provided in Section 403 of The Policy Manual. Out-of-state tuition at all University System institutions shall be established at a rate that is at least four times the tuition rate charged to Georgia residents. University System of Georgia research universities may request increases in out-of-state tuition rates based upon the tuition levels of peer or comparable institutions.

2. Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)

D. The Guaranteed Tuition Rate shall be defined as the rate paid by students enrolled in a University System of Georgia undergraduate program who entered the System for the first time as new students or as transfer students in fall 2006 or later. The guaranteed tuition rate shall be held constant for each new student or transfer student (~~except those that may be classified as current and continuing students under Section 704.011 paragraph H~~) for a period of time as described in Section 704.012.

E. The ~~Nonguaranteed~~ **Continuing** Tuition Rate shall be defined as the rate paid by students enrolled in a University System of Georgia undergraduate program who entered the System for the first time as new students or as transfer students prior to fall 2006.

F. New Students shall be defined for the purposes of this section as students enrolled in an undergraduate program at a University System of Georgia institution for the first time in fall 2006 or later, and who have not previously earned academic credits at a postsecondary institution except as students jointly (or dually) enrolled in a ~~Georgia~~ high school and a ~~University System of Georgia~~ **postsecondary education** institution or through advanced placement credit.

G. Transfer students shall be defined for the purposes of this section as students enrolled in an undergraduate program at a University System of Georgia institution who were previously enrolled at another postsecondary education institution and have earned academic credits.

H. Non-System transfer students shall be defined as students who, after high school graduation, entered as a first time freshman to a non-System institution and earned academic credit.

I. Current and Continuing Students shall be defined for the purposes of this section as students who entered the University System of Georgia for the first time as new students or as transfer students prior to fall 2006.

J. Semester shall be defined for the purposes of this section as the standard term of instruction for each institution in the University System of Georgia for fall, spring, and summer. The summer semester shall be defined as the combined terms of instruction provided by University System of Georgia institutions which begin after the completion of the spring semester and end prior to the start of the fall semester (BR Minutes, October 2006).

2. **Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)**

704.012 THE GUARANTEED TUITION PLAN

A. Pursuant to Section 704.011, the Board of Regents shall annually approve guaranteed tuition rates for each of the institutions comprising the University System of Georgia.

B. New students enrolled in an undergraduate program at a University System of Georgia ~~research, regional or state university~~ institution shall be charged the approved guaranteed tuition rates for these institutions, which shall be fixed for new students for a period of four years (12 consecutive semesters, including fall, spring, and summer).

~~C. New students enrolled in an undergraduate program at a University System of Georgia two year college shall be charged the approved guaranteed tuition rates for these institutions, which shall be fixed for new students for a period of three years (nine consecutive semesters, including fall, spring, and summer).~~

~~D. New students enrolled in an undergraduate program at a University System of Georgia state college shall be charged the approved guaranteed tuition rates for these institutions as follows:~~

~~1. For new students enrolled in lower division programs, the lower division guaranteed tuition rate shall be charged and fixed for these new students for a period of three years (nine consecutive semesters including fall, spring, and summer).~~

~~2. For new students enrolled in upper division programs, the upper division guaranteed tuition rate shall be charged and fixed for these new students for a period of two years (six consecutive semesters including fall, spring, and summer).~~

~~E. New students enrolled initially in the university college programs at Armstrong Atlantic State University's Liberty Center, Augusta State University, Columbus State University, and Savannah State University who progress to the regular undergraduate programs offered by these institutions shall be charged the approved guaranteed tuition rates which shall be fixed for a period of five years (15 consecutive semesters) including fall, spring, and summer. New students who enter the regular undergraduate program at these institutions shall be charged the guaranteed tuition rate for four years (12 consecutive semesters) as provided for under Section 704.012 paragraph B.~~

2. Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)

~~F. New students enrolling in the summer semester.~~

~~1. New students enrolling in an undergraduate program at a University System of Georgia institution in summer 2006 may be charged either the nonguaranteed tuition rate approved by the Board of Regents effective fall 2005, or the guaranteed tuition rate approved by the Board of Regents effective fall 2006 pursuant to the policy established by each University System of Georgia institution and subject to:~~

- ~~a. If charged the nonguaranteed tuition rate for summer 2006, new students shall be charged the guaranteed tuition rate beginning fall 2006, which shall be fixed as provided under Section 704.012 paragraphs B through E.~~
- ~~b. If charged the guaranteed tuition rate for summer 2006, new students shall continue to be charged the same guaranteed tuition rate beginning fall 2006,~~
- ~~c. which shall be fixed at that rate beginning with fall 2006 as provided under Section 704.012 paragraphs B through E.~~

~~2. New students enrolling in an undergraduate program at a University System of Georgia institution for the first time in summer 2007 and any summer thereafter shall be charged the guaranteed tuition rate approved by the Board of Regents for the year in which that summer occurs and be charged the new fall guaranteed tuition rate as provided under Section 704.012 paragraphs B through E.~~

C. Transfer students.

1. Transfer students from non-University System of Georgia institutions shall be charged the guaranteed tuition rate effective the year in which they transferred, which shall be fixed for two years (six consecutive semesters). This policy shall become effective for such students beginning with spring semester 2007.

2. Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)

2. Transfer students from University System of Georgia institutions who first entered the System in fall 2006 or thereafter shall be charged the guaranteed tuition rate at their new institution that was approved for the year in which they first entered the University System, if that year does not precede the year of transfer by more than four years. Students will retain that guaranteed tuition rate for the balance of four years. This provision, however, shall not apply to students who transfer to the Medical College of Georgia's health profession programs as third-year students. These students shall pay the guaranteed tuition rate in effect in the year they transfer and shall retain that guaranteed tuition rate for no more than two years (six consecutive semesters).

~~3. Transfer students who enroll during summer shall be subject to the same rules as apply to new students (paragraph F subparagraphs i and ii) except that the guaranteed tuition rate will be fixed only for two years (six consecutive semesters).~~

~~4. Students who are entering the University System of Georgia for the first time but choose to attend one System institution during the summer and enter a second System institution in the fall shall be treated as a new student at the second institution pursuant to Section 704.011 paragraph F if the number of academic credits earned during the summer is 12 credits or less. If the number of credits earned is greater than 12, the student shall be treated as a transfer student.~~

D. Students enrolled in programs requiring more than four years to complete. University System of Georgia research, regional, and state universities may, under limited circumstances, extend the guaranteed tuition rate up to ~~two~~ **three** additional consecutive semesters for certain selected programs that require more than four years to complete. A list of these programs must be provided to the Board of Regents annually.

E. Students jointly enrolled in high school and a University System institution **should be charged the prevailing guaranteed tuition rate. The period of time is not fixed.** Students who graduate from a Georgia high school with college credit are eligible for the guaranteed tuition rate as new students **as provided under Section 704.012 paragraph C.3.** Students in the two academies (the Georgia Academy for Mathematics and Engineering at Middle Georgia College and the Advanced Academy of Georgia at the University of West Georgia) are treated as new students when they first enter the University System of Georgia (i.e., they are eligible for the tuition rate prevailing when they start their program for a period of 12 consecutive semesters).

F. Students called to active military duty. A student eligible to received the guaranteed tuition rate as provide under sections 704.011 and 704.012 who is called to active duty will receive an extended guarantee for the period of service up to two years (six consecutive semesters).

2. **Revision of The Policy Manual, Section 704, Tuition and Fees (Continued)**

G. Transient and non-degree-seeking students. University System of Georgia Transient and non-degree-seeking students who enrolled at a University System institution fall 2006 or later and who are assigned a guaranteed rate shall be charged at the assigned rate the guaranteed tuition rate at the institution they attend, as approved by the Board of Regents for that year. New non-System transient students enrolling at a System institution should be assessed the same rates applicable for non-System transfer students and have benefit to maintain that rate for six terms.

H. Expiration of the guaranteed tuition rate. The guaranteed tuition rate for new and transfer students will expire at the end of the periods described under this section. Students shall be charged the prevailing guaranteed tuition rates established for the next semester in which they enroll at the same a University System of Georgia institution and be charged the new guaranteed tuition rates established each year by the Board of Regents.

I. Appeal process. Each University System of Georgia institution shall establish a process to allow students to appeal their eligibility for the guaranteed tuition rate based upon extenuating circumstances. Each institution shall have the final decision on any appeal.

J. The provisions of section 704.012 shall not apply to courses offered as distance learning courses or to undergraduate programs for which differential rates have been approved, except that the provisions shall apply to the undergraduate programs in Landscape Architecture and Forestry and Natural Resources at the University of Georgia (BR Minutes, October 2006).

704.013 ~~NONGUARANTEED~~ CONTINUING TUITION RATE

The ~~nonguaranteed~~ Continuing tuition rates as defined in Section 704.011 paragraph E shall be charged to all students classified as current and continuing students.

3. **Information Item: Second Quarter Revenue and Expenditure Report, Fiscal Year 2007**

The Vice Chancellor for Fiscal Affairs, William R. Bowes, will provide a report on the University System of Georgia second quarter revenue and expenditure report for fiscal year 2007.

Tab 12

AGENDA

COMMITTEE ON REAL ESTATE AND FACILITIES

February 13, 2007

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AGENDA

COMMITTEE ON REAL ESTATE AND FACILITIES

February 13, 2007

1. Naming of the J. Fleming Norvell Golf House, Augusta, Augusta State University

Recommended: That the Board approve the naming of the new Golf Practice Facility, Golf House (“Golf House”), which is currently under construction on the Forest Hills campus at Augusta State University (“ASU”), the “J. Fleming Norvell Golf House” in recognition of J. Fleming and Sandra Norvell.

Understandings: The Norvell’s have played a significant role financially over the years in the golf programs at ASU. They were Founding Patrons in establishing the women’s golf program and played a major role in raising the necessary funds in creating ASU’s state-of-the-art Golf House.

The new Golf House is being built by ASU Jaguar Ventures, LLC and will be gifted to the Board of Regents when construction is complete. The total project budget is \$810,000 and is funded by private donations. Mr. Norvell has contributed over \$250,000 of his own funds to this new facility and his friends have contributed well over \$500,000 as well.

Mr. Novell attended the Junior College of Augusta (ASU’s forebearer) and has been a constant supporter and benefactor. This action, if approved, will honor the Norvells for their financial support as well as the major role they have played over the years in the golf programs at ASU.

2. Naming of Anderson Hall, Cochran, Middle Georgia College

Recommended: That the Board approve the naming of the new Georgia Academy of Mathematics, Engineering and Sciences (“GAMES”) residential hall, which is under construction at Middle Georgia College (“MGC”), “Anderson Hall” in recognition of retired University System of Georgia Board of Regents member, Mr. John Henry Anderson, Jr.

Understandings: Mr. John Henry Anderson, Jr. was the Regent representing MGC’s district during the founding of the GAMES program. Mr. Anderson graduated from MGC in 1959 and from the University of Georgia with a B.B.A degree in 1961. After graduation, he returned to Hawkinsville and assisted in the management of his family enterprises.

Mr. Anderson ran for State Representative and was elected to the House in 1963, representing Bleckley and Pulaski Counties. He was elected a total of five times, in varying districts, with his final year of service in 1970. In 1972, Mr. Anderson was elected Sole Commissioner of Pulaski County and took office in January 1973. He served in this capacity for a total of 24 years.

During the intervening years, Mr. Anderson was appointed to the Board of Regents of the University System of the State of Georgia by Governor Joe Frank Harris. He served two terms for a total of 14 years as a member of the Board of Regents. During his service, he served as Vice Chairman for 2 years and also as Chairman for 2 years. Mr. Anderson also served as Chairman of the Georgia Democratic Party from 1985 to 1991.

3. Naming of Welch Hall, Cochran, Middle Georgia College

Recommended: That the Board approve the naming of the new Georgia Academy of Mathematics, Engineering and Sciences (“GAMES”) Academic Center, which is currently under construction at Middle Georgia College (“MGC”), “Welch Hall” in recognition of Dr. Joe Ben Welch.

Understandings: Dr. Welch began as the president of MGC in July 1989 and oversaw many changes and much progress during his tenure.

Dr. Welch received a B.S. degree in mathematics and science education from Louisiana Tech University, an M.A. degree from Lamar University-Beaumont, and an Ed.D. from McNeese State University in Lake Charles, Louisiana.

He began his career at Lamar University-Orange in 1969 as a math instructor. In 1970, he became the Director of the Orange Extension Center and in 1975, assumed the position of dean. He became the provost of the college in 1981 and was named president in 1983. As president, he helped raise \$400,000 for the further development of Lamar University-Orange, and the college enrollment reached 1,200 students under his leadership.

During Dr. Welch’s presidency of MGC, he was successful in securing funding for an addition to Roberts Memorial Library. In 1992, he helped develop an educational program for prisoners, added women’s softball as an intercollegiate sport, and established the Academic Support Center. The following year, Dr. Welch played a major role in establishing distance education programs at MGC. In 1994, under his leadership, new Allied Health career programs were added to the MGC curriculum and the football program was re-established.

Dr. Welch established the GAMES program at MGC in the fall of 1997. The program is a premier residential program for gifted high school students, whereby the students complete their high school graduation requirements and an associate’s degree simultaneously.

Dr. Welch ended his tenure at MGC in 1998, and currently serves as Chancellor of River Parishes Community College.

4. Naming of Alderman Community Hall, Cochran, Middle Georgia College

Recommended: That the Board approve the re-naming of Community Hall (also known as the “Barn”), a historic building renovated for large group functions at Middle Georgia College (“MGC”), “Alderman Community Hall” in recognition of Dr. Louis C. Alderman, Jr.

Understandings: Dr. Alderman was named president of MGC on August 1, 1964, after the death of the prior president, Dr. Lucien E. Roberts, in 1963. Dr. Alderman served as the president of MGC until his death in 1987.

Dr. Alderman was salutatorian of his class at Douglas County High School in 1941. After graduating from South Georgia College in 1942, he obtained a B.A. degree from Emory University in 1946, an M.A. degree from the University of Georgia in 1949, and an Ed.D. from Auburn University. He also performed graduate work at Columbia University and at Harvard University.

He was a member of Sigma Nu Fraternity and during World War II served as a sergeant in the United States Army Medical Division, 1944-45 assigned to Manila, Philippine Islands, General Hospital. Dr. Alderman served as Director and Professor of Biology for the University of Georgia Centers at Rome, Columbus, and Savannah.

During Dr. Alderman’s 23 years as president of MGC, eleven major structures were built, which significantly upgraded the capabilities and amenities of the college. His tenure was marked by significant commitments to academic, artistic, and athletic endeavors, including several world tours by the MGC Vocal Ensemble and several baseball national championships.

Dr. Alderman’s commitment to MGC was equaled only by his commitment to his family and the community of Cochran. He served as District Governor for Rotary International and was a Rotary Paul Harris Fellow. He served as a deacon at First Baptist Church of Cochran and taught Sunday school class at the church, which was named after him. He was and continues to be revered by many in the community as a leader of outstanding character and achievement.

5. **Rental Agreement, 6 West 10th Street, Parcel A, Columbus, Columbus State University**

Recommended: That the Board authorize the execution of a rental agreement between Foundation Properties, Inc., Landlord, and the Board of Regents, Tenant, for approximately 60,569 square feet of office space located at 6 West 10th Street, Parcel A, Columbus, for the period December 1, 2006, through June 30, 2007, at a monthly rent of \$1 (\$12 per year annualized) with options to renew on a year-to-year basis for 24 consecutive one-year periods at the same rent rate, for the use of the Columbus State University (“CSU”).

Recommended further: That authorization to execute this rental agreement be delegated to the Vice Chancellor for Facilities.

Recommended further: That the terms of this rental agreement be subject to review and legal approval of the Office of the Attorney General.

Understandings: This space in Uptown Columbus will be used to provide classroom and studio space for the theatre department.

Operating costs, including insurance, utilities, repairs, janitorial services, and pest control, are estimated to be \$223,400 per year annualized.

At the end of the term of the rental agreement, the land and all improvements will become the property of the Board of Regents, contingent on completion of all required due diligence for acquisition of real property.

6. **Rental Agreement, 6 West 10th Street, Parcel B, Columbus, Columbus State University**

Recommended: That the Board authorize the execution of a rental agreement between Foundation Properties, Inc., Landlord, and the Board of Regents, Tenant, for approximately 66,581 square feet of space located at 6 West 10th Street, Parcel B, Columbus, for the period December 1, 2006, through June 30, 2007, at a monthly rent of \$1 (\$12 per year annualized) with options to renew for one one-year period at the same rent rate, for the use of the Columbus State University (“CSU”).

Recommended further: That authorization to execute this rental agreement be delegated to the Vice Chancellor for Facilities.

Recommended further: That the terms of this rental agreement be subject to review and legal approval of the Office of the Attorney General.

Understandings: This space in Uptown Columbus will be used to provide classroom, studio, and office space for the art department.

Operating costs, including insurance, utilities, repairs, janitorial services, and pest control, are estimated to be \$234,600 per year annualized.

Further action will be requested of the Board to accept a gift of this improved real property on satisfactory completion of due diligence.

7. Demolition of Buildings AI, AJ, AK and AL, Augusta, Medical College of Georgia

Recommended: That the Board declare buildings AI, AJ, AK and AL, located on the campus of Medical College of Georgia (“MCG”), Augusta, Georgia, to be no longer advantageously useful to MCG or other units of the University System of Georgia and authorize demolition and removal of these buildings.

Recommended further: That the Board request the Governor to issue an Executive Order authorizing the demolition and removal of these buildings from the campus of MCG.

Understandings: This group of buildings which are masonry structures were originally constructed in 1952-53 as doctor’s offices. Building AI constructed in 1952 is 7,439 gross square feet, building AJ constructed in 1953 is 4,646 gross square feet, building AK constructed in 1952 is 4,220 gross square feet, and building AL constructed in 1952 is 3,792 gross square feet. Over the years, they have served as offices for various MCG functions.

Currently, the buildings are in poor condition, the HVAC systems are outdated, and the electrical and data services to the buildings will not support current technology. Restrooms do not meet current plumbing codes or accessibility requirements. The roofs are also in need of replacement, as they are over 25 years old.

The demolition of these buildings will provide a building site for the proposed Clinical Research Center that will be developed by MCG Health, Inc., and is consistent with MCG’s master plan.

A Georgia Environmental Policy Act evaluation and Environmental Site Assessment report has been completed and indicates no adverse environmental conditions other than asbestos-containing floor tile which will be removed and disposed of in accordance with federal and state regulations prior to demolition.

8. **Information Item: Operating Agreements, Student Learning Center, Griffin Site, University of Georgia**

Vice Chancellor for Facilities, Linda M. Daniels, will present information to the Committee concerning the operating agreements for the proposed Student Learning Center at the Griffin Site of the University of Georgia.

9. Information Item: Public-Private Ventures, Planned Projects Update

Vice Chancellor for Facilities, Linda M. Daniels, will present an update to the Committee on a number of proposed Public-Private Venture projects currently in the planning stages. The projects include the following:

- a. Clayton State University – Student Housing and Recreation/Activity Center
- b. Georgia College & State University – Student Housing Refinancing
- c. Kennesaw State University – Student Housing, Dining Hall, and Parking Deck Facilities
- d. Valdosta State University – Student Housing, Parking Decks, Athletic Complex, Health Center, and Student Union Facilities
- e. Georgia Gwinnett College – Recreation Center and Office Building

10. Information Item: Executive Session: Potential Real Property Acquisitions

Materials will be provided in Executive Session.

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AUDIT COMMITTEE OF THE WHOLE

February 13, 2007

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AGENDA

AUDIT COMMITTEE OF THE WHOLE

February 13, 2007

1. Revision of The Policy Manual, Section 102, Chancellor

Recommended:

Item 1 - Change policy to require that the Chancellor only recommends the appointment of presidents to the Board for approval. Further change policy to allow presidents to appoint all other institution personnel and make all other decisions regarding promotions, salaries, transfers, suspensions and dismissals.

Item 2 – Change policy allows Chancellor to delegate authority to execute documents concerning federal aid.

Item 3 – Change approval level from Chancellor to the institution regarding adjunct (courtesy) appointments; graduate teaching assistant appointments; appointment of part-time faculty members, other than those faculty members who have previously retired from the University System; reappointments of temporary faculty, part-time faculty, and aliens; and changes of designation for approved degree programs and approved administrative units.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

1. Revision of The Policy Manual, Section 102, Chancellor (Continued)

102 CHANCELLOR

The Board of Regents shall elect the Chancellor at its regular May meeting. The Chancellor shall be given an annual letter of agreement. In case of any vacancy in the chancellorship, the Board shall name an Acting Chancellor who shall serve until the office of the Chancellor shall be filled.

The Chancellor shall be the chief ~~administrative~~ executive officer of the University System as well as the chief executive officer of the Board of Regents and, as such, shall perform those duties that are prescribed by the Board. The Chancellor shall be responsible to the Board for the prompt and effective execution of all resolutions, policies, rules, and regulations adopted by the Board for the order and operation of the entire University System and for the government of any and all of its institutions. The Chancellor's discretionary powers shall be broad enough to enable him/her to discharge these responsibilities. The Chancellor shall attend and shall participate in, without the privilege of voting, all of the meetings of the Board and its Committees except as otherwise determined by the Board and shall be an ex-officio member of all Committees without the authority to vote. ~~The Chancellor shall make all recommendations regarding appointments, promotions, salaries, transfers, suspensions, and dismissals and shall recommend the appointment of all presidents and all other administrative officers; members of instructional, research, and extension staffs; and all other employees of the institutions and divisions of the University System, including all employees of the University System Office.~~ The Chancellor shall make recommendations for the appointment of institution presidents and senior level employees of the Office of the Board of Regents. Campus presidents shall make decisions regarding appointments, promotions, salaries, transfers, suspensions, and dismissals for members of instructional, research and extension staffs, and all other employees of their institutions.

The Chancellor shall be a member of all faculties and other academic bodies within the University System. He/she shall decide all questions of jurisdiction, not otherwise specifically defined, of the several councils, faculties, and officers. The Chancellor shall have the right to call meetings of any council, faculty, or committee at any time (BR Minutes, 1986-87, p. 263).

The Chancellor shall have the power to veto any act of any council, faculty, or committee of any institution within the University System but, in doing so, shall transmit to the proper officer a written statement of the reason for such veto. A copy of each veto statement shall be transmitted to the Board of Regents.

Any council, faculty, or committee shall have the right of appeal from a veto of the Chancellor to the Board and to be represented before the Board by any member or members chosen from said council, faculty, or committee.

1. Revision of The Policy Manual, Section 102, Chancellor (Continued)

The Chancellor shall prepare and submit to the Board of Regents such annual and special reports concerning the University System as the Board may require. The Chancellor or his/her designee shall be the medium through which all matters shall be presented to the Board, and to the Committees of the Board, including reports, recommendations, and suggestions from institutions, their faculty members, employees, and students. The Chancellor may, on his/her own initiative, make such reports to the Board as will, in his/her opinion, be helpful to the members in the discharge of their duties.

The Chancellor shall be responsible for the preparation for the Board of a suggested allocation of state appropriations to the institutions of the System. This suggested allocation shall be accompanied by a statement of the basis upon which it is to be determined. The suggested allocation shall be transmitted to the Board by the Committee on Finance and Business Operations with such modifications as the Committee may deem necessary. Budgets of the member institutions shall be submitted by heads of institutions of the University System to the Chancellor. When the Chancellor has approved the budgets, the Chancellor shall submit all of the budgets of the University System to the Board for final approval. The Chancellor shall be the regular channel through which policies of the Board of Regents shall be announced. The heads of University System institutions shall not make any announcements of the Board's policies until so authorized by the Chancellor.

The Chancellor may limit the matriculates to the educational facilities at the institutions of the System.

The Chancellor or his/her designee is authorized to execute all documents concerning federal aid to the University System of Georgia, including, but not limited to, applications, acknowledgments of grants, and other necessary documents, in the conduct of affairs on behalf of the Regents of the University System of Georgia in connection with the United States Government (BR Minutes, 1966-67, pp. 414-415). The Chancellor is further authorized to settle any claim or dispute against the Board or its employees for an amount not to exceed \$300,000 of Board of Regents' funding (BR Minutes, May 2006).

The Chancellor and the Chancellor's designee are authorized and empowered to execute, accept, and deliver for, on behalf of, and in the name of the Regents of the University System of Georgia and under its Seal, and without prior approval by the Board, the following documents:

- A. Any and all rental agreements, supplemental agreements, and subrental agreements in which the Board of Regents is named as the tenant of the property rented and where the total rent to be paid by the Board does not exceed the sum of \$5,000 per month;

1. Revision of The Policy Manual, Section 102, Chancellor (Continued)

B. Any and all contracts, agreements, deeds, licenses, or other instruments related to the purchase or gift of real property (other than property acquired by condemnation) at a purchase price not to exceed the average of three separate appraisals made by independent and licensed real estate appraisers and where the purchase price (or gift value) of the real property does not exceed the sum of \$100,000;

C. Gifts, bequests, agreements, or declarations of trust in those instances where the initial gift or trust estate is \$100,000 or less, as well as those documents necessary to provide proper fiscal management of those funds accepted under the aforesaid authorization.

The Chancellor may, at his/her discretion, delegate the authority to execute said documents to the Treasurer or to the presidents of the several institutions in the University System, provided, however, that the Chancellor is not authorized to delegate to the presidents the authority to accept gifts of real property (BR Minutes, 1980-81, p. 241; January, 1997, p. 24).

The Chancellor, and/or the Chancellor's designee, is authorized to act without prior approval of the Board as the contracting officers for and on behalf of the Board of Regents, with authority to act for the Board in the execution of construction contracts, change orders to construction contracts, contracts for professional services, and the selection of architects and engineers and execution of architectural/engineering contracts for the preparation of plans for new buildings or engineering projects, major remodeling, allocation of rehabilitation funds, and other projects, except routine maintenance in the University System of Georgia, provided, however, that the authority so delegated shall not exceed the sum of \$1,000,000 for any one contractual obligation. The actions taken under the authority of this paragraph shall be reported annually to the Committee on Real Estate and Facilities (BR Minutes, 1991-92, pp. 319-320).

The Chancellor, and/or the Chancellor's designee, is authorized to allocate to System institutions, without prior approval of the Board, capital outlay appropriations – rehabilitation funds (cash or bonds) in amounts not to exceed \$200,000 for any one project. The actions taken under the authority of this paragraph shall be reported annually to the Committee on Real Estate and Facilities (BR Minutes, 1991-92, pp. 319-320).

1. Revision of The Policy Manual, Section 102, Chancellor (Continued)

The Chancellor, and/or the Chancellor's designee, is authorized to delegate any or all of the above authority to act as contracting officers to individual institutions in the University System of Georgia based upon an evaluation by the Chancellor or the Treasurer of the ability of an institution to properly administer the delegated authority. Such delegation of authority shall be administered in accordance with policies and procedures approved by the Chancellor, the Treasurer, or the Chancellor's designee (BR Minutes, 1991-92, pp. 319-320).

The Chancellor, and/or the Chancellor's designee, is authorized and empowered, in the name of and on behalf of the Board of Regents of the University System of Georgia, to take or cause to be taken any and all such other and further action as, in the judgment of such officials, may be necessary, proper, convenient, or required in connection with the execution and delivery of such instruments documents or writings in order to carry out the intent of authority delegated herein. The Chancellor is authorized to develop procedures whereby nonmandatory (revenue-producing) auxiliary fees from campus operations, such as bookstore, dormitory, cafeteria, and vending machines, may be approved by him or her without prior approval by the Board (BR Minutes, 1980-81, p. 22).

~~The Chancellor is authorized to develop procedures for approval of the following matters without the necessity of formal Board action:~~ Each Institution is authorized to develop procedures for approval of the following matters without the necessity of formal Board action:

- A. Adjunct (courtesy) appointments;
- B. Graduate teaching assistant appointments;
- C. Appointment of part-time faculty members, other than those faculty members who have previously retired from the System;
- D. Reappointments of temporary faculty, part-time faculty, and aliens; and
- E. Changes of designation for approved degree programs and approved administrative units.

The Chancellor shall make all recommendations regarding the establishment or discontinuance of all positions in the University System Office. He/she shall recommend the appointment of administrative officers and all other employees of the University System Office.

2. **Revision of The Policy Manual, Section 204, Presidential Authority and Responsibilities**

Recommended:

The change:

Item 1 - Authorizes president to appoint faculty and administrative employees and determine the salary of each.

Item 2 – Authorizes president to determine promotions and award tenure.

Item 3 – Gives president authority to grant leaves of absence to faculty.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

2. **Revision of The Policy Manual, Section 204, Presidential Authority and Responsibilities (Continued)**

204 PRESIDENTIAL AUTHORITY AND RESPONSIBILITIES

The president of each institution in the University System shall be the executive head of the institution and of all its departments and shall exercise such supervision and direction as will promote the efficient operation of the institution. The president shall be responsible to the Chancellor for the operation and management of the institution and for the execution of all directives of the Board and the Chancellor. The president shall be the ex-officio chair of the faculty and may preside at meetings of the faculty. At those institutions that have a council, senate, assembly, or any such body, the president or the president's designee may chair such body and preside at its meetings. The president shall be the official medium of communication between the faculty and the Chancellor and between the council, senate, assembly, or any such body and the Chancellor (BR Minutes, 1993-94, p. 239).

~~The president shall recommend to the Board of Regents, through the Chancellor, the initial appointment of faculty members and administrative employees of each institution, the salary of each, and all promotions and tenure awards and shall be authorized to make all reappointments of faculty members and administrative employees, except as otherwise specified in this manual. The president shall have the right and authority, with the approval of the Chancellor, to fill vacancies in the faculty between meetings of the Board with the understanding that these appointments shall be approved by the Board. The president has the right and authority to grant leaves of absence to members of the faculty for study at other institutions or for such reasons as the president may deem proper. He/she shall make an annual report to the Board, through the Chancellor, of the work and condition of the institution under his/her leadership.~~ The president shall be responsible for the initial appointment of faculty members and administrative employees of each institution, the salary of each, and all promotions and be authorized to make all reappointments of faculty members and administrative employees, except as otherwise specified in this manual. The president has the right and authority to grant leaves of absence for up to one year to members of the faculty for study at other institutions or for such reasons as the president may deem proper. He/she shall make an annual report to the Board, through the Chancellor or his/her designee, of the condition of the institution under his/her leadership.

2. Revision of The Policy Manual, Section 204, Presidential Authority and Responsibilities (Continued)

The president of each institution, or his/her designee, is authorized to accept on behalf of the Board the resignation of any employee of his/her institution (BR Minutes, 1977-78, p. 123; 1982-83, p. 225).

The president of each institution, or the president's designee, shall have the authority to execute, accept, or deliver, on behalf of the Board, the following types of research agreements, settlement agreements, service agreements, and reciprocal emergency law enforcement agreements affecting his or her institution:

A. Research or service agreements whereby the institution concerned, for monetary compensation or other good and valuable consideration, agrees to perform certain institution-oriented research or other personal services within a time period of one year or less;

B. Agreements between institutions of the University System of Georgia and hospitals or other organized medical facilities, both public and private, located within the State of Georgia, whereby the hospital or medical facility concerned agrees to provide clinical services to nursing and other students enrolled in nursing and allied health programs at the institution concerned. Said agreements shall be effective for one year with the option of annual renewal as specified therein and shall be subject to cancellation by either party.

C. Reciprocal emergency law enforcement agreements between institutions of the University System of Georgia and county and municipal authorities, as authorized by the Georgia Mutual Aid Act, as amended (BR Minutes, 1993-94, pp. 63-64);

2. **Revision of The Policy Manual, Section 204, Presidential Authority and Responsibilities (Continued)**

D. Settlements of grievances and complaints (including those filed by state and federal agencies) that do not include a monetary commitment of more than \$100,000. Agreements shall be subject to review and approval by the Georgia Department of Law. Notice of settlements shall be filed with the University System Office of Legal Affairs. The Senior Vice Chancellor for Support Services shall execute all settlement agreements on behalf of the Board (BR Minutes, May 2006).

E. Any agreements necessary for the day-to-day operation as provided in section 700 of this manual; and

F. Gifts, bequests, agreements, or declarations of trust in those instances where the initial gift (or trust estate) is valued at \$100,000 or less, provided, however, that presidents of University System institutions are not authorized to accept gifts of real property on behalf of the Board. All gifts having an initial value greater than \$100,000 shall require acceptance by the Board of Regents. The presidents are further authorized to execute on behalf of the Board those documents necessary to provide proper fiscal management of all gifts accepted in accordance with this policy and, at their discretion, to delegate the authority to execute said documents to the chief fiscal officer of the institution. Each institution shall be required to report on an annual basis to the Chancellor all gifts received having an initial value of \$10,000 or more (BR Minutes, January, 1997, p. 24).

Each president shall be authorized by the Board of Regents to take or cause to be taken any and all such other and further action as in the judgment of such president may be necessary, proper, or convenient in order to carry out the intent of this policy (BR Minutes, 1972-74, pp. 69-71; 1977-78, pp. 167-168).

3. Revision of The Policy Manual, Section 207, Organization Changes

Recommended:

Change policy to eliminate requirement for Board to approve institution organizational structure and authorizes institution presidents to make changes as deemed appropriate.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

207 ORGANIZATION CHANGES

~~Changes in the organizational structure of a University System institution shall require Board of Regents approval if these changes involve the addition, deletion, or substantive name change of a unit reporting directly to the president. The Chancellor or his/her designee is authorized to approve all other organizational changes (BR Minutes, January 14, 2004).~~ Presidents are authorized to develop the organizational structure required to effectively manage their institution. Changes involving the addition, deletion, or substantive name change of a unit reporting directly to the president will be reported to the Chancellor at least two weeks prior to the effective date of the change. The presidents are authorized to approve all other organizational changes (BR Minutes, January 14, 2004).

The addition or elimination of academic centers and institutes located on campus does not require the Chancellor's or Regents' approval. At the beginning of each fiscal year, each president shall submit to the Chancellor a list of all academic institutes and centers that are authorized to operate on each campus highlighting those which have been added or deleted since the prior year's submission.

4. Revision of The Policy Manual, Section 303.2, Learning Support Programs

Recommended:

Change in policy requires the University System chief academic officer to issues administrative procedures regarding learning support programs rather than the Chancellor.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

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303.02 LEARNING SUPPORT PROGRAMS

Each institution that admits students required by University System policy to enroll in Learning Support courses before or as they attempt core curriculum courses shall have a separate department or division for meeting the academic needs of such students. The program shall be designed, at a minimum, to meet the specific needs of students who, according to University System placement standards, must enroll in Learning Support. Institutions may set higher standards for placement, and the program may include other learning support components.

Each such department or division shall have its own budget and staff and shall report directly to the chief academic officer or to his/her designee.

~~The Chancellor will issue administrative procedures regarding the operation of these programs~~
The University System chief academic officer will issue administrative procedures regarding the operation of these programs (BR Minutes, 1972-73, pp. 533-37; 1978-79, p. 162; 1982-83, pp. 119-21, 1986-87, p. 102; 1992-93, p. 241).

5. Revision of The Policy Manual, Section 303.03, Instruction Offered Externally

Recommended:

Change in policy authorizes the Chancellor to designate off-campus instructional location as a campus, center, or consortium without Board approval.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

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303.03 INSTRUCTION OFFERED EXTERNALLY

The University System will strive to provide educational opportunities sufficient to meet the needs of the state and the demands of Georgia citizens. Institutions within the University System are encouraged to explore the possibility of external course and degree program offerings to meet these needs. The following policies will govern the operations of all University System external undergraduate and graduate credit offerings.

The Board of Regents recognizes two categories of external offerings: off-campus instruction and distance education. Off-campus instruction is defined as traditional face-to-face classroom instruction that occurs at a location away from the home premises of the institution. Distance education is defined as a formal educational process in which the majority of the instruction occurs when student and instructor are not in the same place and the instruction is delivered using technology.

Institutions wishing to offer courses and/or degree programs externally must adhere to the guidelines, criteria, and nomenclature contained in the document entitled "External Instruction in the University System of Georgia: Policies and Procedures," as adopted by the Board of Regents on February 2, 2005, and as thereafter amended. This document is maintained in the Academic Affairs Handbook. The designation of an off-campus instructional location as a campus, center, or consortium requires approval by the ~~Board of Regents~~ Chancellor.

5. Revision of The Policy Manual, Section 303.03, Instruction Offered Externally (Continued)

Institutions wishing to offer degree programs externally (off-campus or at a distance) must first submit and receive approval for an institutional Instructional Delivery Plan ("IDP"). Institutional IDPs should be updated at least every three years, and each updated version should be accompanied by notification to the Senior Vice Chancellor for Academics and Fiscal Affairs of intent to continue and/or discontinue external program offerings. Approval of the IDP will be granted only upon a clear demonstration by the requesting institution that external offerings are appropriate to its mission and that all necessary facilities, technical infrastructure, faculty, staff, and other supporting resources are available or can be provided to maintain program standards comparable to those maintained for on-campus programs.

It is desirable in most instances to have the closest qualified institution respond to off-campus credit course needs. In cases where requests for services exceed the qualifications or ability of the closest institution, attempts should be made to have such requests met by other qualified University System institutions.

Prior to the offering of off-campus course work, the president of the institution proposing such work will notify the president(s) of any other University System institution(s) located in closer geographic proximity to the site proposed for the off-campus course work. In the event the involved institutions are unable to arrive at a mutual agreement on the offering of off-campus credit courses, the issues will be referred to the Chancellor for final resolution. (BR Minutes, February 2005.)

6. Revision of The Policy Manual, Section 304.02, Uniform Academic Calendar

Recommended:

Change in policy requires that University System chief academic officer, rather than the Chancellor, determine the starting and ending dates for each semester

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

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304.02 UNIFORM ACADEMIC CALENDAR

The starting and ending dates for each semester shall be determined by the ~~Chancellor~~ **University System chief academic officer** and observed by all institutions.

All institutions (with the exception of the Medical School at the Medical College of Georgia) shall begin and end classes during prescribed periods.

Each semester shall have an earliest starting date and a latest starting date.

Each semester shall have an earliest ending date and a latest ending date.

Each institution will determine all other necessary dates for the semester, including the possibility of flexible scheduling within and between semesters.

7. **Revision of The Policy Manual, Section 304.04, Exceptions**

Recommended:

Change in title only.

Background: None.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

7. **Revision of The Policy Manual, Section 304.04, Exceptions**

304.04 EXCEPTIONS

Requests for exceptions to this policy must be submitted in writing to and approved in writing by the ~~Senior Vice Chancellor for Academics and Fiscal Affairs~~ **University System chief academic officer**.

8. Revision of The Policy Manual, Section 310, Academic Textbooks

Recommended:

Change in policy requires the University System chief academic officer, rather than the Chancellor, establish guidelines concerning the designation and sale of textbooks required for coursework.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

310 ACADEMIC TEXTBOOKS

~~The Chancellor shall establish guidelines concerning the designation and sale of textbooks required for coursework at University System of Georgia institutions.~~ The University System chief academic officer shall establish guidelines concerning the designation and sale of textbooks required for coursework at University System of Georgia institutions. Minimally, the guidelines shall include provisions that:

1. Promote increased communication between and among students, faculty, and college bookstores concerning the use of textbooks in the classroom, the designation of required versus recommended texts, textbook costs, textbook adoption schedules, alternative acquisition methods, and other factors affecting the designation and sale of textbooks in order to increase the options available to students in meeting their cost of education
2. Ensure that bookstore operations, whether managed internally or outsourced to private vendors, offer the best value to students in acquiring textbooks and actively promote alternative options to help minimize student cost.
3. Require a third-party review process at the institution for determining if faculty may use self-authored texts in their classroom, and disallow faculty to resell sample texts provided by publishers or to take advantage of any financial incentives offered by publishers in the assignment of specific texts. (BR Minutes, May 2005).

9. Revision of The Policy Manual, Section 406.04, Alcohol and Drugs on Campus

Recommended:

Change in policy would eliminate requirement that the University System Office approve rules and regulations regarding alcohol and drugs on campus.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

406.04 ALCOHOL AND DRUGS ON CAMPUS

The Board of Regents recognizes and supports Georgia laws with respect to the sale, use, distribution and possession of alcoholic beverages and illegal drugs, as well as the Drug-free Postsecondary Education Act of 1990 with respect to the manufacture, distribution, sale, possession or use of marijuana, controlled substances or dangerous drugs on college campuses and elsewhere. To this end, the Board has encouraged its institutions to adopt programs designed to increase awareness of the dangers involved in the use of alcoholic beverages, marijuana or other illegal or dangerous drugs by students and employees of the University System. Such programs shall stress individual responsibility related to the use of alcohol and drugs on and off the campus.

To assist in the implementation of such awareness programs, and to enhance the enforcement of state laws on the campuses of the University System, each institution shall adopt and disseminate comprehensive rules and regulations consistent with local, state and federal laws, concerning the manufacture, distribution, sale, possession or use of alcoholic beverages, marijuana, controlled substances or dangerous drugs on the campus and at institutionally approved events off campus. Disciplinary sanctions for the violation of such rules and regulations shall be included as a part of each institution's disciplinary code of student conduct.

Disciplinary sanctions for students convicted of a felony offense involving the manufacture, distribution, sale, possession or use of marijuana, controlled substances or other illegal or dangerous drugs, shall include the forfeiture of academic credit and the temporary or permanent suspension or expulsion from the institution. All sanctions imposed by the institution shall be subject to review procedures authorized by the Board of Regents (Article VIII of the Bylaws).

9. Revision of The Policy Manual, Section 406.04, Alcohol and Drugs on Campus
(Continued)

The rules and regulations adopted by each institution shall also provide for relief from disciplinary sanctions previously imposed against one whose convictions are subsequently overturned on appeal or otherwise.

An appeal to the Board of Regents shall not defer the effective date of the adverse action against the student pending the Board's review unless the Board so directs. Any such stay or suspension by the Board shall expire as of the date of the Board's final decision on the matter.

~~A copy of the rules and regulations adopted by each institution shall be filed with and approved by the office of the Associate Vice Chancellor for Student Services of the Board of Regents and shall be reviewed and approved by said office annually thereafter~~ A copy of the rules and regulations adopted by each institution shall be filed with the office of the Associate Vice Chancellor for Student Services. (BR Minutes, 1989-90, p. 383).

This policy amendment is intended to implement The Drug-Free Postsecondary Education Act of 1990 (Ga. Laws, 1990, p 2037).

10. Revision of The Policy Manual, Section 603.01, Preamble

Recommended:

Change in policy clarifies that presidents are responsible for management of institution-specific or institutionally-identifiable intellectual property.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

603.01 PREAMBLE

The University System of Georgia is dedicated to teaching, research, and the extension of knowledge to the public. The personnel at its institutions recognize as two of their major objectives, the production of new knowledge and the dissemination of both old and new knowledge. Inherent in these objectives is the need to encourage the development of new and useful devices and processes, the publication of scholarly works, and the development of computer software. Such activities (1) contribute to the professional development of the faculty, staff or students involved, (2) enhance the reputation of the institutions concerned, (3) provide additional educational opportunities for participating students, and (4) promote the general welfare of the public at large.

Patentable inventions and materials often come about because of activities of University System faculty, staff or students who have been aided wholly or in part through the use of resources of the University System. It becomes significant, therefore, to insure the utilization of such inventions for the public good and to expedite their development and marketing. The rights and privileges, as well as the incentive, of the inventor or creator must be preserved so that his or her abilities and those of other faculty, staff or students of colleges and universities of the University System may be further encouraged and stimulated.

10. Revision of The Policy Manual, Section 603.01, Preamble (Continued)

The University System recognizes and encourages the publication of scholarly works as an integral part of the processes of teaching, research and service. The Board of Regents acknowledges that faculty, staff or students regularly prepare for publication, usually through individual effort and initiative, articles, pamphlets, books and other scholarly works which may be subject to copyright and which may generate royalty income for the author. Publication may also result from work supported either partially or completely by the institution. With the advent of innovative techniques and procedures, the variety and number of materials which might be created in a university community have increased significantly, causing the ownership of such copyrightable materials to become increasingly complex.

The University System recognizes the need for enhanced development and dissemination of software technology as a means of expressing both old and new knowledge. Inasmuch as the Board is aware of the dynamic nature of software and that the value of intellectual property comes from the ability of its owner to control its use and that such value is directly related to the degree of protection it enjoys under the law, the Board encourages institutions of the University System to protect such expressions of knowledge by the utilization of appropriate intellectual property laws and the creation of comprehensive software technology transfer policies and procedures.

In many instances, Intellectual Property will become, in whole or in part, the property of the Board of Regents. When this policy speaks to ownership of Intellectual Property by institutions, the Board shall be the owner, and unless ownership has been transferred by the Board to an affiliated nonprofit organization, authority to further allocate or to dispose of rights in such Intellectual Property is hereby delegated to the presidents of the institutions. Management of the Board's institution-specific or institutionally-identifiable intellectual property is entrusted to the presidents.

The foregoing considered, the Board of Regents of the University System of Georgia does hereby establish the following policy with respect to the development, protection, and transfer of rights to Intellectual Property resulting from the work of its faculty, staff or students.

11. Revision of The Policy Manual, Section 704.022, Elective Fees and Special Charges

Recommended:

Change in policy:

Item 1 – Delegates the establishment of housing fees to institution presidents unless they are proposed to support debt service and operating costs for housing projects funded with private funds.

Item 2 – Delegates the establishment of food service fees to the institution presidents.

Item 3 – Requires the institution to notify the Chancellor annually of approved housing and food service fees.

Background: In the past these housing and food service fees required approval of the University System Office. Frequently the fees were not approved or approved at a level lower than requested. This resulted in many auxiliary services organizations not having funds to operate efficiently or effectively. Several of the organizations currently have deficit balances. This change will allow the intuitions to establish fees appropriate to their need. The System Office Business Procedures Manual will require five year plans on all auxiliary services organizations to monitor appropriateness of fees.

These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

Please note that the strike through text represents deletions from the current version of policy and the highlighted texts represent additions.

11. Revision of The Policy Manual, Section 704.022, Elective Fees and Special Charges (Continued)

704.022 ELECTIVE FEES AND SPECIAL CHARGES

704.0223 HOUSING FEES

Housing fees are defined as fees paid by students who elect to live in institutional residential facilities. ~~All housing fees shall be approved by the Chancellor or his/her designee in April of each year. Exceptions to this requirement may be granted by the Chancellor if warranted by special circumstances.~~ All housing fees, except for housing fees that are proposed to support debt service and operating costs on new housing projects funded with private funds, shall be approved by the institution president in April of each year. The housing fees that support debt service should be approved by the Board. Each institution shall notify the Chancellor annually of all approved housing fees.

704.0224 FOOD SERVICE FEES

Food service fees are defined as fees paid by students who elect to choose an institutional food service plan. ~~All food service fees shall be approved by the Chancellor or his/her designee in April of each year. Exceptions to this requirement may be granted by the Chancellor if warranted by special circumstances.~~ All food service fees shall be approved by the institution president in April of each year. Each institution shall notify the Chancellor annually of all approved food service fees.

704.0225 OTHER ELECTIVE FEES AND SPECIAL CHARGES

Other elective fees and special charges are defined as those fees and charges which are paid selectively by students. These fees and charges may include, but are not limited to, resident hall deposits, penalty charges, non-mandatory parking fees and parking fines, library fines, laboratory fees, post office box rentals, and course fees. Institutional presidents are authorized to establish and adjust these fees, as appropriate. ~~annually on all such fees and~~ Prior to implementation of such fees institutions shall be required to report to the Chancellor ~~annually on all such fees and~~ any adjustments made thereto under procedures established by the Vice Chancellor for Fiscal Affairs and Treasurer.

12. Revision of The Policy Manual, Section 704.0501, Military Service Refunds

Recommended:

Change in policy authorizes presidents, rather than the Chancellor, to take or cause action to enforce this policy.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

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704.0501 MILITARY SERVICE REFUNDS

Subject to institutional policies, full refunds of tuition and mandatory fees and pro rata refunds of elective fees are hereby authorized for students who are:

- A. Military reservists (including members of the National Guard) and who receive emergency orders to active duty after having enrolled in a University System institution and paid tuition and fees;
- B. Active duty military personnel and who receive an emergency reassignment after having enrolled in a University System institution and paid tuition and fees;
- C. Otherwise unusually and detrimentally affected by the emergency activation of members of the reserve components or the emergency deployment of active duty personnel of the Armed Forces of the United States and who demonstrate a need for exceptional equitable relief.
Tuition and fees awarded by scholarship or grant from an agency or authority of the State of Georgia on behalf of a student receiving a refund under this policy shall be reimbursed to such agency or authority.

~~The Chancellor is authorized and empowered to take or cause to be taken any and all such other and further action as, in the judgment of the Chancellor, may be necessary, proper, convenient or required in connection with the execution of this policy. Such authority may be further delegated to the President of the institution.~~ **The presidents are authorized and empowered to take or cause to be taken any and all such other and further action as may be necessary, proper, convenient or required in connection with the execution of this policy.**

13. Revision of The Policy Manual, Section 802.0804, Educational and Professional Leave

Recommended:

Change in policy authorizes presidents, rather than the Chancellor and the Board, to grant leaves of absence for one year or less, rather than one term or less. Leaves of greater than one year require approval of the Chancellor.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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802.0804 EDUCATIONAL AND PROFESSIONAL LEAVE

~~The president of an institution may, with the approval of the Chancellor and the Board, grant leaves of absence, with or without pay, to employees of the institution. Leaves of absence of one academic term or less, with or without pay, may be granted by the institution's president. Extensions of such leaves require the approval of the Chancellor and the Board.~~ Leaves of absence of one year or less with or without pay may be granted by the institution's president and reported to the Chancellor. Extensions of such leaves, or the initial granting of leaves of more than one year, require the approval of the Chancellor or his/her designee.

In considering a request for leave with pay, the president should bear in mind that it is the policy of the Board that such leave shall be granted only for the purposes of promoting scholarly work and encouraging professional development. The president should examine carefully the program or project on which the employee proposes to work, and he/she should also consider the likelihood of the employee's being able to accomplish the purposes for which leave is requested. (It is expected that scholarly and professional leaves shall be granted without pay where the leave is supported by an external grant or stipend).

In considering a request for a leave, the president should take into consideration the effect that the granting of the leave will have on the institution or on the department of which the employee is a member. If the employee's work cannot be handled by other employees and if funds are not available for the employment of a substitute, the president will be justified in refusing to recommend that the leave be granted or in deferring action upon the request for a leave.

13. Revision of The Policy Manual, Section 802.0804, Educational and Professional Leave (Continued)

~~If, after careful consideration, the president feels the interests of the institution and of the employee will be served by the granting of the leave requested, the president shall submit a recommendation through the Chancellor to the Board of Regents to this effect, together with a statement of the reasons supporting his/her recommendation.~~

The president ordinarily should not approve a request for a leave with pay if the applicant for leave has been employed at an institution for the period of less than three years. ~~nor should the president ordinarily approve a leave with pay for a person in an academic position who has not already completed the requirements for a master's degree.~~ The University System chief academic officer will promulgate guidelines regarding educational and professional leave.

Any employee who has been granted a leave of absence with pay shall be required, before beginning the leave, to sign an agreement indicating that:

1. for a leave with pay of less than one year, the employee will return to the institution at the termination of the leave for a period of at least one year;
2. for a one-year leave with pay, the employee will return to the institution at the termination of the leave for a period of at least two years; and that
3. if the employee does not return to the institution for the full amount of time specified in the agreement, the employee will reimburse the institution for the amount of compensation received while on leave, as well as any other expenses paid by the University System of Georgia during the leave including all benefit costs.

A faculty or staff member who returns from an authorized leave which enhances professional study and development shall be entitled to a salary which will include, as a minimum, the mandated across-the-board salary raises which occurred during the period of leave. (BR Minutes, 1980-81, p. 191).

No leaves of absence will be granted to persons in the University System who are retired and who are drawing retirement benefits from the Teachers' Retirement System of Georgia or from the University System. Approved leave shall allow employees the right to elect to continue group insurance benefits with institutional participation (BR Minutes, 1949-50, pp. 452-53; 1990-91, pp. 298-299).

14. Revision of The Policy Manual, Section 802.15, Garnishment of Pay

Recommended:

Change in policy clarifies that employees who fail to meet their personal financial obligations are subject to termination and eliminates the requirement to report garnishments to the University System Office.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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802.15 GARNISHMENT OF PAY

Each institution shall establish procedures to counsel with employees who failures to meet their personal financial obligations. ~~cause discredit to the institution. Repeated instances of default in payment by employees of the University System, after appropriate counseling, shall be considered sufficient grounds to terminate for cause. Institutions shall report biannually to the Associate Vice Chancellor for Legal Affairs any garnishments on the wages of senior administrators and faculty members.~~ **Repeated instances of default in payment by employees of the University System shall be considered sufficient grounds to terminate for cause.**

15. Revision of the Policy Manual, Section 803.03, Employment of Full-Time Lecturers

Recommended:

Change in policy Authorizes institutions to develop their own procedures for reappointment of lecturers, rather than the Chancellor.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. This change was proposed by the co-chairs of the Approvals and Authorities Task Force. The change was reviewed by the subject matter experts on the University System Office staff.

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803.03 EMPLOYMENT OF FULL-TIME LECTURERS

To carry out special instructional functions such as basic skills instruction, universities may appoint instructional staff members to the position of lecturer. Lecturers are not eligible for the award of tenure. Reappointment of a lecturer who has completed six consecutive years of service to an institution will be permitted only if the lecturer has demonstrated exceptional teaching ability and extraordinary value to the institution. The reappointment process must follow procedures outlined by the ~~Chancellor~~ institution. Not more than 10% of an institution's FTE corps of primarily undergraduate instruction may be lecturers and/or senior lecturers (BR Minutes, 1992- 93, p. 188).

16. Revision of The Policy Manual, Section 803.07, Evaluation of Faculty**Recommended:**

Change in policy allows each institution to develop its pre-tenure review policies, additionally it authorizes institution president, rather than the University System chief academic officer, to review and approve institutional post-tenure review policies.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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803.07 EVALUATION OF FACULTY

Each institution shall establish definite and stated criteria, consistent with Regents' policies and the statutes of the institution, against which the performance of each faculty member will be evaluated. The evaluation shall occur at least annually and shall follow stated procedures as prescribed by each institution. Each institution, as part of its evaluative procedures, will utilize a written system of faculty evaluations by students, with the improvement of teaching effectiveness as the main focus of these student evaluations. The evaluation procedures may also utilize a written system of peer evaluations, with emphasis placed on the faculty member's professional development. In those cases in which a faculty member's primary responsibilities do not include teaching, the evaluation should focus on excellence in those areas (e.g., research, administration) where the individual's major responsibilities lie. Institutional policies and procedures shall ensure that each faculty member will receive a written report of each evaluation and that the results of the evaluation will be reflected in the faculty member's annual salary recommendations. Institutions will ensure that the individuals responsible for conducting performance evaluations are appropriately trained to carry out such evaluations (BR Minutes, 1979-80, p. 50; 1983-84, p. 36; May, 1996, p. 52).

Each institution shall conduct in-depth pre-tenure reviews of all faculty in their third year of progress toward tenure. The criteria established for promotion and tenure, emphasizing excellence in teaching, shall be used as the focus for these reviews. The ~~Senior Vice Chancellor for Academic Affairs~~ institution shall develop review and approve institutional pre-tenure review policies, as well as any subsequent revisions (BR Minutes, April 1996, p. 39-47; May 1996, p. 52).

16. Revision of The Policy Manual, Section 803.07, Evaluation of Faculty (Continued)

Institutions employing graduate teaching and/or laboratory assistants shall develop procedures to (a) provide appropriate training to support and enhance these assistants' teaching effectiveness, (b) conduct regular assessments, based on written procedures and including results of student and faculty evaluations, of each assistant's teaching effectiveness and performance, and (c) assess competency in English and, if needed, provide training in English language proficiency.

Senior administrators shall be evaluated by the administrator's supervisor, using a performance management instrument which emphasizes leadership qualities, management style, planning and organizing capacities, effective communication skills, accountability for diversity efforts and results, and success at meeting goals and objectives. All senior administrators shall be evaluated by their subordinates (one level down) at least once every five years. Evaluation results will be the basis for the senior administrator's development plan.

Each institution shall conduct post-tenure reviews of all tenured faculty members. Each faculty member is to be reviewed five years after the most recent promotion or personnel action, and reviews shall continue at five-year intervals unless interrupted by a further review for promotion. The ~~Senior Vice Chancellor for Academic Affairs~~ **institution president** shall review and approve institutional post-tenure review policies, as well as any subsequent revisions. These institutional policies must conform to the institution's mission and to System procedures for post-tenure review. Institutional policies also shall address cases in which a tenured faculty member's performance is deemed unsatisfactory (BR Minutes, April 1996, p. 39-47; May 1996, p. 52).

17. Revision of The Policy Manual, Section 803.1001, Academic Professionals

Recommended:

Change authorizes:

Item 1 - Institution presidents, rather than the Chancellor, may assign academic professional titles.

Item 2 - Institutions establish non-tenure track professional positions whose duties may be involved in duties of a managerial, research, technical, special, career, public service, or instructional support nature.

Item 3 - Career ladders to be established for Academic Professionals, using the following titles: Academic Professional Associate, Academic Professional, and Senior Academic Professional.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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**17. Revision of The Policy Manual, Section 803.1001, Academic Professionals
(Continued)**

803.1001 ACADEMIC PROFESSIONALS

~~Academic Professional titles may be assigned to appropriate positions (as defined below) at research and regional universities, and in special circumstances approved by the Chancellor, at other University System institutions.~~ Academic Professional titles may be assigned to appropriate positions (as defined below). Institutions are authorized to establish non-tenure track professional positions. Persons in such positions may be involved in duties of a managerial, research, technical, special, career, public service, or instructional support nature. Examples of such positions currently existing are Public Service Professional, Research Scientist, Research Associate, Research Engineer, and Research Technologist. The title Academic Professional would be similar to those currently in use.

The following stipulations apply to all Academic Professional Positions:

1. The position requires an appropriate terminal degree, or in rare and extraordinary circumstances, qualification on the basis of demonstrably successful related experience, which exception is expressly approved by the ~~Chancellor~~ institution president.
2. The Academic Professional designation may not be assigned to a position where the teaching and research responsibilities total 50% or more of the total assignment.
3. The position is not a tenure-track position, and the holder of the position is not eligible for consideration for the award of tenure, or for probationary credit toward tenure.

The designation Academic Professional would apply to a variety of academic assignments that call for academic background similar to that of a faculty member with professorial rank, but which are distinctly different from professorial positions. Examples include managing instructional laboratories, assuming academic program management roles not suited for expectations applied to tenure-track faculty members, operating instructional technology support programs, being responsible for general academic advising, assuming professional student counseling center responsibilities, providing specialized skill acquisition training as support for academic programs, and working with tenure-track faculty members in course and curriculum development.

**17. Revision of The Policy Manual, Section 803.1001, Academic Professionals
(Continued)**

General categories for Academic Professionals would include:

1. *Training and Instructional Support.* This includes educational needs assessment, program development and coordination, instructional materials and technology development, delivery of specialized or skill acquisition instruction, and program evaluation. In light of the restriction above, Academic Professionals must be persons whose instructional duties account for less than half of their total time.
2. *Technical Assistance.* An advisory or operating role which provides specialized knowledge appropriate for program support and development. The activities range from a significant or advisory or operating role to managing a technical support unit to development of organizational structures and function.
3. *Specialized Management.* This includes supervision of clinical practice or field experience, or providing services or out-of-class educational opportunities for students.

~~Career ladders may be established for Academic Professionals, using the following titles: Academic Professional Associate, Academic Professional, and Senior Academic Professional. Eligible institutions may establish those titles by presenting for the Chancellor's approval policies and procedures governing appointment and promotions within those titles. Otherwise, they may opt simply to use the title Academic Professional.~~ Career ladders may be established for Academic Professionals, using the following titles: Academic Professional Associate, Academic Professional, and Senior Academic Professional.

Reappointment of Academic Professionals would be made annually. Notice of reappointment and non-reappointment must be made in a timely manner consistent with Board of Regents policy.

All provisions of Section 803.10 of the Board of Regents' Policy Manual will apply to the employment of Academic Professionals.

18. Revision of The Policy Manual, Section 803.1402, Criteria for Determining Salaries

Recommended:

Change eliminates the need for the Chancellor to approve publishing the criteria and method used to determine salaries.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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18. Revision of The Policy Manual, Section 803.1402, Criteria for Determining Salaries (Continued)

803.1402 CRITERIA FOR DETERMINING SALARIES

Consistent with Regents' policy on nondiscrimination and with the approved purpose of the institution, each institution of the University System shall utilize specific criteria for the determination of entry-level salaries for full-time members of the Corps of Instruction employed at the ranks of lecturer, senior lecturer, instructor, assistant professor, associate professor, and professor and for the determination of the extent of salary increases awarded to currently employed full-time faculty members.

A. Each entry-level salary shall be determined on the basis of the specific requirements of the position and the qualifications of the individual employed to fill the position. Position criteria shall include the academic rank, the academic discipline and the nature of the responsibilities to be performed. Criteria related to the qualifications of the individual shall include academic degrees earned, teaching and other relevant experience, research and publication record, academic achievements and honors, and relevant professional achievements or recognitions.

B. Salary increases for full-time teaching faculty shall be awarded on the basis of merit. The criteria for the determination of the extent of such increases shall include teaching ability, completion of significant professional development activities including the attainment of additional academic degrees, promotion in rank, research productivity, academic achievements and publications, academic honors and recognitions, relevant professional achievements and recognitions, and non-teaching services to the institution. Each institution shall identify specific criteria, consistent with this policy, upon which the determination of the extent of salary increases will be based. The institution shall also identify the methods by which the faculty member's performance will be evaluated for purpose of the determination of salary increases. ~~Upon approval by the Chancellor, both the criteria and the evaluation methods shall be published in the faculty handbook of the institution.~~ The criteria and the evaluation methods shall be published in the faculty handbook of instruction. (BR Minutes, January 1982, p. 184).

C. When a fiscal year administrative employee returns to an academic appointment as a faculty member, the salary shall be determined on the same basis as other faculty members with similar rank and experience within the department to which he/she returns or in other similar positions within the institution (BR Minutes, 1986-87, pp. 103-104).

19. Revision of The Policy Manual, Section 803.15, Emeritus Title

Recommended:

Change eliminates the requirement that the Board approves conferring the title of "emeritus" for retired administrative officers.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

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803.15 EMERITUS TITLE

The institution may confer, at its discretion, the title of "emeritus" on any retired and tenured professor, associate professor, or assistant professor, or Board-approved non-tenure track faculty of equivalent rank, who, at the time of retirement, had ten years or more of honorable and distinguished service in the University System. Also, the institution may confer, at its discretion, the title of "emeritus" on any ~~Board-approved~~, retired administrative officer who, at the time of retirement, had ten years or more of honorable and distinguished service in the University System. This title may be conferred upon the recommendation of the president of the institution in which the employee has served.

20. Revision of The Policy Manual, Section 912, Names of Facilities or Streets**Recommended:**

Change in policy directs the institution president to notify the Vice Chancellor for Facilities, rather than the Board, of naming interior spaces, such as rooms, hallways, etc., within buildings and sports facilities.

Background: This proposal is based upon the premise that decisions should be made at the lowest level where management is given the responsibility to act and is held accountable for their actions. These changes were proposed by the co-chairs of the Approvals and Authorities Task Force. The changes have been reviewed by the subject matter experts on the University System Office staff.

912 NAMES OF FACILITIES OR STREETS

The Board of Regents considers the naming of a University System facility or street in honor of a living or deceased individual, corporation, foundation, or organization to be one of the highest distinctions that it can bestow. In light of the importance and magnitude of this honor, the following policy shall apply to the naming of all physical facilities and streets on all property owned or leased by the University System of Georgia, including facilities constructed by affiliated organizations of the institutions. The term "facility" is intended to include buildings of all types, as well as all sports facilities. It is also intended to include all outdoor areas that may not have physical walls but are nonetheless identifiable areas of campus landscape, such as quadrangles, gardens, lakes, recreation fields, etc. The term "facilities" does not include interior spaces, such as rooms, hallways, etc., within buildings and sports facilities. ~~The Board of Regents delegates authority to the institution presidents to name such interior spaces. The Board of Regents will be notified for informational purposes only on any such interior space naming on a timely basis.~~ The institution presidents are authorized to name such interior spaces. The Vice Chancellor of Facilities will be notified for informational purposes only on any such interior space naming on a timely basis.

The act of naming a University System facility or street is the conferral of not only a high honor, but also a conspicuous honor. It publicly exhibits the judgment and standards of the University System of Georgia and signifies lasting approval of the actions of the honoree. Given the fact that a name may be on display for decades, the task of naming should not be taken lightly. Rather, each institution should carefully consider each name, seek advice, and use the utmost discretion in ensuring that those upon whom such an honor is bestowed are truly worthy.

20. Revision of The Policy Manual, Section 912, Names of Facilities or Streets
(Continued)

In order to allow for the individual being honored to enjoy and take part in the honor when it is bestowed, the Board of Regents will allow facilities and streets to be named after a living individual if the person to be honored has provided outstanding service to the institution, to the nation, or to society, and has served with distinction.

When naming is to honor a living person for outstanding and distinguished service as a public servant, that person must have been disassociated from employment by or service to the University System or from state or federal government employment for at least two years prior to the naming.

In light of the fact that every institution within the University System is different, "outstanding service" is intended, to a certain extent, to be a flexible standard. Each naming situation must be judged on its own merits after taking into account the facts that are relevant to the person being honored and the institution involved. The president of each institution shall endeavor to ensure that the proposed naming is consistent with the interests of the institution and the University System and that the value of service warrants the action proposed. All proposed namings will be submitted to the Chancellor, or his/her designee, who shall then submit the recommendations to the Board of Regents for approval. The Board of Regents must approve the proposed name of a facility or street, whether to honor an individual, corporation, foundation, or organization or to memorialize a deceased individual.

All namings pursuant to this policy should be subject to periodic review to determine that the naming continues to be consistent with the interest of the institution as described in The Policy Manual.

Since naming often occurs in recognition of a gift or commitment to an institution, institutions will develop guidelines for naming opportunities covered by Board of Regents policy at their campuses, including appropriate financial commitments corresponding to such naming opportunities. These guidelines will be submitted to the Board of Regents for review (BR Minutes, May 2004).