

Bylaws for Regents Advisory Committee on eCore

Article I. Purpose and Function

The Regents Advisory Committee on eCore supports the educational mission of the University System of Georgia (USG) by advocating for the offering of a quality online core curriculum, known as eCore, to all USG students. The offering of an online core curriculum expands access, creates opportunities to enhance learning, increases affordability and enriches educational opportunities for students and faculty. This RAC will serve as the advisory body for issues both academic and non-academic, policies, and administrative procedures related to eCore. The committee's purpose is to support and strengthen eCore through the coordination of policies, programs, support services and technology currently in use across the University System of Georgia.

As an administrative committee of the University System of Georgia, this RAC will work collaboratively with the USG's office of Academic Affairs, primarily through a designated BOR liaison, making recommendations as appropriate. It is also anticipated that this group will work in conjunction with the General Education Council as necessary with the Member-at-Large of the eCore RAC serving as a voting member on the General Education council.

Article II. Membership

Membership on this RAC will be open to all USG institutions whether an eCore affiliate or non-affiliate institution. However, only those institutions that are eCore affiliates are considered voting members and only they, the affiliates, are allowed to vote on matters that come before the RAC that require a vote. Each member institution will be allowed one representative to be appointed by the institution's VPAA/Provost. This committee member should be the well versed in academic related issues as well as distance education delivery and of sufficient institution rank to have input at higher institution administrative and academic levels.

The USG office of Academic Affairs will appoint a liaison to this RAC who will have no voting privileges.

Article III. Executive Committee

This RAC has three primary officers-the Chair, Chair-Elect, and Executive Committee Member-at-Large. The Chair of this RAC must be at the rank of VPAA, Associate VPAA, or Assistant VPAA. The terms of the Chair and Chair-Elect are for one year. The Member-at-Large will serve a three-year term. The terms for all offices begin following the spring meeting. The Chair-Elect will become the Chair and the new Chair-Elect will be elected during the spring meeting. The Member-at-Large will be elected every three years at the spring meeting. When an office becomes vacant during a term of service, the Executive Committee will select an appropriate representative to complete the specified term of office.

Article IV. Duties of the Executive Committee

The duties of the Chair are:

- To provide leadership for the RAC and the RAC Executive Committee
- To initiate and monitor elections of officers and sector representatives
- To coordinate and facilitate RAC meetings
- To convene the Executive Committee as needed

The duties of the Chair-Elect are:

- To serve on the Executive Committee;

- To compile and distribute accurate records of RAC meetings to all members and to submit approved minutes for posting on the RAC website
- To facilitate the involvement of new RAC members;
- To work closely with the Chair in identifying issues and preparing agendas for RAC meetings.

The duties of the Member-at-Large are:

- To serve on the Executive Committee
- To serve on the General Education Council as the eCore RAC representative.
- To work closely with the Chair in identifying issues and preparing agendas for RAC meetings.

Article V. Meetings

The RAC should preferably meet twice per year—once in Fall Semester and once in Spring Semester. The dates of meetings are circulated via the RAC listserv well in advance, so that agenda items can be gathered and sent to members prior to each meeting. Meetings may include others who have been invited by the Executive Committee.

If the institution's appointed representative is unable to attend a meeting, an alternative representative may attend the meeting with all the associated rights and responsibilities afforded the designated member. The chair should be notified as to whom the alternative representative is prior to the scheduled meeting. The quorum for the transaction of official business shall consist of fifty-one percent of the membership or their designated alternates.

Each eCore affiliate institution will be limited to one vote by the appointed RAC member or the member's designated alternate at a given meeting.

Article VI. Reporting

After approval by the RAC membership, all minutes of meetings, reports, studies, and recommendations are to be submitted by the Chair to the BOR liaison. All minutes of meetings will be posted on the Regents' Administrative Committees website.

Article VII. Adoption Amendment of Bylaws

These Bylaws may be amended, when necessary, by a two-thirds majority of RAC members present and voting at either the Fall or Spring meeting.

Proposed amendments must be submitted to the Executive Committee for review. All proposed amendments are to be distributed to the full membership prior to a vote. The Executive Committee may, for good cause, offer support or non-support for an amendment.