Welcome!
If you are here for the 2021 RAC Chair and Liaison Information Session, you are in the right place. The meeting will start at 9:00 a.m.

While you’re waiting, explore https://www.usg.edu/committees/. Check out your own committee page and click on Academic Committee Resources.

Please mute yourself during the meeting. Fine to unmute and speak before the meeting starts.

Please enter questions in Chat.

---

1.4 Advisory Committees

The BoR of the University System of Georgia has established an Advisory committee for each academic discipline and administrative function. The purpose of these committees is to advise the BoR on proposed new policies and policy changes. The committees are also instrumental in the planning and execution of policy implementation. These committees meet at least annually with a USG liaison present to hear committee recommendations and to discuss the plans of the University System. The USG liaison is also the principal contact to the committee throughout the year.

Membership of these committees is composed of faculty and staff recommended by the Vice President for Academic Affairs and Vice President for Student Affairs from each institution.

The committee selects a chair who serves a term determined by the committee’s by-laws.

---

1.4 Advisory Committees

The BoR of the University System of Georgia has established an Advisory committee for each academic discipline and administrative function. The purpose of these committees is to advise the BoR on proposed new policies and policy changes. The committees are also instrumental in the planning and execution of policy implementation. These committees meet at least annually with a USG liaison present to hear committee recommendations and to discuss the plans of the University System. The USG liaison is also the principal contact to the committee throughout the year.

Membership of these committees is composed of faculty and staff recommended by the Vice President for Academic Affairs and Vice President for Student Affairs from each institution.

The committee selects a chair who serves a term determined by the committee’s by-laws.

---

1.4 Advisory Committees

The BoR of the University System of Georgia has established an Advisory committee for each academic discipline and administrative function. The purpose of these committees is to advise the BoR on proposed new policies and policy changes. The committees are also instrumental in the planning and execution of policy implementation. These committees meet at least annually with a USG liaison present to hear committee recommendations and to discuss the plans of the University System. The USG liaison is also the principal contact to the committee throughout the year.

Membership of these committees is composed of faculty and staff recommended by the Vice President for Academic Affairs and Vice President for Student Affairs from each institution.

The committee selects a chair who serves a term determined by the committee’s by-laws.
1.4 Advisory Committees

The BoR of the University System of Georgia has established an Advisory committee for each academic discipline and administrative function. The purpose of these committees is to advise the BoR on proposed new policies and policy changes. The committees are also instrumental in the planning and execution of policy implementation. These committees meet at least annually with a USG liaison present to hear committee recommendations and to discuss the plans of the University System. The USG liaison is also the principal contact to the committee throughout the year. Membership of these committees is composed of faculty and staff recommended by the Vice President for Academic Affairs and Vice President for Student Affairs from each institution.

The committee selects a chair who serves a term determined by the committee’s by-laws.

### RAC Resources

**https://www.usg.edu/committees/**

### Regents’ Advisory Committees

- Academic Advising/Professional Development
- Academic Affairs (PADD)
- Adult Learners (ADL)
- Anthropology
- Arts and Sciences
- Biological Sciences (BSCI)
- Business Administration, Management & Economics
- Chemistry

### General Expectations for RACs (every year)

- Have a Chair, Chair-Elect, and Immediate Past-Chair
- Optional: Secretary/Recorder, Treasurer
- Have bylaws
- Succession Planning
- Establish reliable methods of communicating (listservs?)
- Meet at least once a year
- Maintain and post minutes and other documents

### Committee Roles

- Chair, Chair-elect, Immediate Past Chair – Elected by members
- Secretary/Recorder – Optional – Elected by members
- Treasurer – Optional – Elected by members
- Members – Appointed by VPAAs
- Liaison – Appointed by System Office
Why you might want to have a treasurer . . .

- Collect money and pay expenses associated with RAC meetings.
- Establish and maintain a Departmental Sales and Service (DSS) account.
- Indeterminate term?

Academic Committee Resources

- Roles and Responsibilities
- Bylaws
- Annotated Bylaws
- Bylaws Information and Guidelines
- Guidelines for Meeting Minutes
- Scheduling RAC Meetings - Avoiding Conflicts
- Managing Funds for Regents’ Advisory Committees
- Ventures with Support for RAC Meetings

Succession Planning

- Chair-Elect >> Chair >> Immediate Past-Chair
- Secretary/Recorder >> Chair-Elect >> Chair >> Immediate Past-Chair
- Secretary/Recorder >> Chair >> Immediate Past-Chair

Official Member Lists
https://www.usg.edu/committees/

Regents' Academic Advisory Committees

- Academic Advising (RACAD)
- Academic Affairs (RACAA)
- Adult Learners (RACAL)
- Anthropology
- Arts and Sciences
- Biological Sciences (BSAC)
- Business Administration, Management, & Economics
- Chemistry

Committee Directory
Communication for RACs

- Within RAC
  - Listservs
  - Other email distribution lists
- With institutional constituents

Listservs

Academic Committee Resources

- Roles and Responsibilities
-MATRIX Template
- Annotated MATRIX Template
- MATRIX Information and Guidelines
- Guidelines for Meeting Minutes
- Rotating RAC Meetings - rotating for RACs
- Managing Funds for Regional Advisory Committee
- Practices with Support for RAC Meetings

Existing Listservs

- Academic Advising (RACAD-MEMBERS-L)
- Adult Learners (RACAL-L)
- Biological Sciences (BSAC-L)
- Data Science (RAC-DS)
- Distance Education (RACDE-L)
- eCore (ECORE-L)
- Educator Preparation (EDURAC-L)
- Effectiveness and Accreditation Executive Committee (RACEA-EXECOMM-L)
- Effectiveness and Accreditation Members (RACEA-MEMBERS-L)
- English (BORAACE)
- Foreign Languages (FLAAC-L)
- Geological Sciences and Geography (USGGEOL)
- Humanities (HUMRAC)
- Learning Support (LEARNSUP-L)
- Mathematics (ACMS-L)
- Psychology (RAC-PSYCHOLOGY)
- Sociology (SOORAC-L)
- Transfer Officers (TRANSFER-RAC-L)

Meetings

- Plan your meeting dates as soon as possible, while trying to avoid conflicts with large system-wide meetings.
- Decide on the location. Consider whether your meetings for 2021-2022 should be virtual.
- Decide how you will handle food/costs for your meeting.
- Ask your members to encumber their travel money right away so that they will be able to attend your meeting.

Meeting Options – Food Costs

- Have meeting at a place where participants can purchase their own meals (e.g., adjacent to institutional food court). No registration fee necessary (but DO have participants register).
- Have meeting catered at your institution. You will need to collect a registration fee.
- Have meeting at a USG facility that will support space/food/registration. Registration fee will be necessary, but they will collect it.
Minutes

- Minutes become public documents; should not be a detailed report on the meeting
- Should record:
  - Name of Committee
  - Date, time, venue
  - Attendees and person presiding
  - Order of agenda – brief summary of each item
  - Motions/Actions taken/Votes: List outcomes

Scheduling RAC Meetings

2021 – 2022 Dates You May Want to Avoid

Scheduling for 2021-2022 meetings is still murky. Thanks, COVID-19, especially the Delta variant!

Below is what we have now. This page will be updated as additional information becomes available.

All dates are subject to change.

September 21 – 22, 2021 Chancellor’s Learning Scholars Training Workshops – Involves 100+ faculty across the System

September 23, 2021 USG Advising Academy

October 8, 2021 Council on General Education Meeting – Probably not a conflict for most.

See membership at [https://www.usg.edu/committees/committees].

October 12 – 13, 2021 Board of Regents Meeting – Probably not a conflict for most.

Middle Georgia State University – Robert F. Hatcher Conference Center
The Georgia Center at the University of Georgia

Minutes

- Leave out:
  - Names of people involved in discussions
  - Details of discussions (consider: An animated discussion ensued)
- Send to Barbara.Brown@usg.edu when you have approved minutes, ready to post.
2021-2022 Priorities for RACs

1. Review system-wide Area F guidelines and institutional Area Fs.
2. Review common course prefixes, numbers, titles, and descriptions.
3. Math Pathways recommendations – Is statistics a possible starting point in Area A for your discipline?
4. Provide informed comments and reviews of core course proposals submitted to the Council on General Education by USG institutions.
Area F
New Area Fs, Changes to Area F must be submitted to the Council on General Education and RACAA (Regents Administrative Committee for Academic Affairs)

Academic Committee Resources
- Notes and Responsibilities
- Sample Template
- Annotated Sample Template
- Chair's Information and Guidelines
- Guidelines for Meeting Minutes
- Scheduling and Meetings/ Avoiding Conflicts
- Managing Funds for Regional Advisory Committees
- Minutes with Support for RACAA Meetings
- Creating Key Information
- Common Course Prefixes and Numbers
- Form for New or Revised Common Course Prefix, Number, Title, and Course Description
- Information about Template Courses
- Area F, Regional
- Area F

Common Course Prefixes, Numbers, and Descriptions
- Academic and Student Affairs Handbook in Section 2.4.10
- Need additional information for some courses already on the list.

Academic Committee Resources
- Notes and Responsibilities
- Sample Template
- Annotated Sample Template
- Chair's Information and Guidelines
- Guidelines for Meeting Minutes
- Scheduling and Meetings/Avoiding Conflicts
- Managing Funds for Regional Advisory Committees
- Minutes with Support for RACAA Meetings
- Creating Key Information
- Common Course Prefixes and Numbers
- Form for New or Revised Common Course Prefix, Number, Title, and Course Description
- Information about Template Courses

What We Would Like: Common Course Prefixes, Numbers, Course Title/Name, Course Descriptions
- Course Prefix and Number
- Course Name
- Course Description
- Common Course Outline

DATA 1501 Exemplar

DATA 1501
Introduction to Data Science
This course is intended to provide an introduction into the field of Data Science. Students will develop skills in appropriate technology and basic statistical methods by completing hands-on projects focused on real-world data and addresses the social consequences of data analysis and application. Link to course outline. This is a templated course.

DATA 1501 - Introduction to Data Science
Course Description
This course is intended to provide an introduction into the field of Data Science. Students will develop skills in appropriate technology and basic statistical methods by completing hands-on projects focused on real-world data and addresses the social consequences of data analysis and application.

Course Credit
3-0-3

Learning Outcomes
- Required Outcomes for all Sections of the Course (should account for 70–80% of course content)
  1. Explain the importance of and be able to formulate a data analysis problem statement that is clear, concise, and measurable.
  2. Be able to collect, clean, and analyze large datasets of data.
  3. Be able to apply basic data cleaning techniques to prepare data for analysis.
  4. Be able to identify the categorical and/or numerical data types in given datasets.
  5. Apply appropriate descriptive and inferential methods to summarize data and identify associations and relationships.
  6. Use appropriate tools and technology to collect, process, transform, summarize, and visualize data.
  7. Be able to draw accurate and useful conclusions from a data analysis.
  8. Effectively communicate methods and findings in a variety of modes.
  9. Differentiate between ethical and unethical uses of data science.
New Common Course Prefixes, Numbers, Titles/Names, Descriptions, and Outlines for:

- African American History
- Anatomy & Physiology I & II
- Art Appreciation
- Business courses for non-science majors
- Introduction to Data Science (DATA 1501)
- Environmental Science
- Film Appreciation
- Humanities
- ISCI 2001 – Integrated Science I: Life/Earth Sciences
- ISCI 2002 – Integrated Science II: The Physical Sciences
- MATH 2008 – Foundations of Numbers and Operations
- Microbiology

Math Pathways

- Since the early 2000s, the Mathematical Association of America (MAA) advocated that colleges and universities rethink the value and relevance of the course College Algebra as the required or general education (core) course for all entering students.

Math Pathways: Area A Statistics Course & Pathway

<table>
<thead>
<tr>
<th>Math Pathways</th>
<th>Non-STEM students may choose from among MATH 1001 Quantitative Reasoning, MATH 1101 Introduction to Mathematical Modeling, MATH 1111 College Algebra, or higher.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Beginning last year, 15 institutions are offering MATH/STAT 1401 Elementary Statistics as an Area A2 Math</td>
</tr>
<tr>
<td></td>
<td>USG institutions may not require students to take a particular course from among MATH 1001, MATH 1101, and MATH 1111 (or MATH/STAT 1401) as long as they are not STEM majors.</td>
</tr>
<tr>
<td></td>
<td>However, students in non-STEM majors should be ADVISED to take the math course most appropriate for their intended majors.</td>
</tr>
<tr>
<td></td>
<td>Students with strong math interests and abilities may opt to take MATH 1111, but MOST students should be advised to take MATH 1001, MATH 1101, or MATH 1401.</td>
</tr>
</tbody>
</table>

Math Pathways

- ACMS*: Math should be aligned with a student's program of study.

- There are five math pathways, each defined by an Area A2 math course. Specific starting courses are specified in the Academic and Student Affairs Handbook for students planning to major in Science, Technology, Engineering, or Mathematics (STEM).

- It is important to note that Quantitative Reasoning and Introduction to Mathematical Modeling are not “algebra free.” They are rigorous mathematical courses that incorporate essential algebra skills for non-STEM majors in appropriate contexts.

ACMS*: Advisory Council on Mathematical Sciences
Math Pathways by Program

- Each RAC is asked to reflect upon the “best fit” math for their discipline and submit a recommendation to the System Office.
  - This review should now also include Elementary Statistics
- This information is used to support institutional advisors in their conversations with students, especially around transfer.
- Math Pathway Recommendations by Program of Study or Major are available at completega.org/math-pathways

Math Pathways: Area A
Statistics Course & Pathway

Responsibilities Related to the Council on General Education

Evaluate proposals for new courses to be included in Core Curriculum at various institutions.

<table>
<thead>
<tr>
<th>Submission Deadline</th>
<th>Sent to Committees</th>
<th>Committees Send Back to Council</th>
<th>Council Meeting Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 3, 2021</td>
<td>September 14-16, 2021</td>
<td>September 24, 2021</td>
<td>October 6, 2021</td>
</tr>
<tr>
<td>November 5, 2021</td>
<td>November 9-11, 2021</td>
<td>November 29, 2021</td>
<td>December 10, 2021</td>
</tr>
<tr>
<td>April 15, 2022</td>
<td>April 15-18, 2022</td>
<td>May 6, 2022</td>
<td>May 20, 2022</td>
</tr>
<tr>
<td>June 10, 2022</td>
<td>June 10-13, 2022</td>
<td>July 1, 2022</td>
<td>July 15, 2022</td>
</tr>
</tbody>
</table>

Dr. Tristan Denley

- Executive Vice Chancellor for Academic Affairs and Chief Academic Officer, USG, since May 2017
- Vice Chancellor for Academic Affairs, Tennessee Board of Regents
- Provost and Vice President for Academic Affairs, Austin Peay State University