

Regents Administrative Committee on Public Service and Continuing Education
(RACPSCE)

Meeting Minutes

May 22, 2014

University System of Georgia
Atlanta, GA

Agenda

10:00 AM	Welcome
10:05 AM – 10:45 AM	Karin Elliott, Associate Vice Chancellor for Total Rewards
10:45 AM – 10:50 AM	Approval of Fall 2013 Meeting Minutes
10:50 AM – 12:00 PM	Strategic Thinking / Planning with Joy Wilkins, University of Georgia
12:00 PM – 12:30 PM	Lunch
12:30 PM – 3:00 PM	Strategic Thinking / Planning continued
3:00 PM - 3:10 PM	New Business
3:10 PM	Committee meeting adjourned

In attendance: Artis Williamson, Karen LaMarsh, Denise Logan, Julie Halter, George White, Susan Wirt, Barbara Calhoun, Nelson Baker, Wendy Thellman, Jane O’Gorman, Malika Moore, Sheila Thomas, Barbara Price, Carol Cassels, Rachael Robinson, Anna Holloway, Linda Noble, Mark Lytle, Joy Wilkins, Robin Roberts.

Welcome

A Williamson called meeting to order at 10:00 AM and opened the meeting with welcome and introduction of the first presenter, Karin Elliott, Associate Vice Chancellor for Total Rewards.

Karin Elliott presentation

Karin is Associate Vice Chancellor for Total Rewards. She explained the benefit eligible mandate within the Affordable Healthcare Act (ACA) and the pending impact compliance will have on USG employee payroll types. She provided a BOR handout, *Human Resources Administrative Practice Manual: Classification, Compensation, and Payroll* (final draft 4/18/14) and explained the BOR six month transition period (May – October 2014) that will initially identify non full time USG employees, including CE instructors, who are eligible / not eligible for benefits. Karin asked the committee to submit questions, concerns regarding the impact of the ACA benefit mandate on part time CE instructors.

Approval of Fall 2013 Meeting Minutes

A Williamson requested the committee to review the minutes from last meeting. J. Halter made a motion to approve the minutes as is and J. O’Gorman seconded the motion. Minutes were officially approved to submit.

Strategic Thinking / Planning

Joy Wilkins, University of Georgia, facilitated the session. Following an intro group exercise, Joy explained the “purpose” of the strategic thinking/planning is to develop a mission for our committee work, together, over the next year. Next, Joy asked for everyone’s input on the following questions while she captured the responses:

1. What are the characteristics of the CE environment?
2. What are the reasons for RACPSCE committee coming together?
3. Who are our customers; whose lives are we changing today?
4. How can we work together and more?

Later, the committee broke up into groups of 3 with 5 groups. Each group was tasked with developing a mission statement (function / role of RACPSCE), the vision statement, and 12 month goals. Collectively, the committee reviewed all the group responses and shaped the following agreed upon mission and vision, goals and immediate next steps for RACPSCE:

1. Mission Statement

Provides a forum to raise the visibility and promote the value of continuing education

2. Vision

Be a high performing strategic team engaged with academia, the legislature, industry and other stakeholders in furthering economic and workforce development.

3. Goals

- 1.) To work collaboratively to demonstrate and elevate the recognition of continuing education.
- 2.) To bridge the gap and reduce the barriers between continuing education and academic programs.
- 3.) To provide better tools for sharing information and for the mentoring and career development of continuing education professionals.
- 4.) To investigate common systems for handling similar functions (for example, sharing accountability data.)

4. Immediate Next Steps

1. Change committee name to reflect mission and vision.
Who: Karen LaMarsh to lead effort
2. Create a “sharepoint” information portal through the USG.
Who: Mark Lytle to lead effort
3. Organize work groups around Goals 1 and 2.
Who: Committee members to work on each goal based on interest and capacity

New Business

A Williamson announced incoming RACPSCE officers for next year. New officers are: Rachael Robinson incoming Secretary, Denise Logan –Vice chairman, Karen LaMarsh- Chairman, and Artis Williamson- Past Chairman. J. O’Gorman made a motion to approve the new officers and G. White seconded the motion.

Committee meeting adjourned

Respectively submitted by Denise Logan, Secretary