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University System of Georgia Faculty Council DRAFT Minutes for meeting of 2011.11.05

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University System of Georgia Faculty Council

DRAFT Minutes for meeting of 2011.11.05

Prepared by Chris Huff

Represented Institutions:

Georgia Institute of Technology
Abraham Baldwin Agricultural College
Atlanta Metropolitan College
Bainbridge College
College of Coastal Georgia
Dalton State College
Darton College
Gainesville State College
Georgia Gwinnett College
Georgia Highlands College
Georgia Perimeter College
Gordon College
Macon State College
Middle Georgia College
South Georgia College
Waycross College
Albany State University
Augusta State University
Clayton State University
Columbus State University
Fort Valley State University
Georgia College & State University
Georgia Southern University
Georgia Southwestern State University
Kennesaw State University
North Georgia College & State University
Southern Polytechnic State University
University of West Georgia

Institutions Without Representation:

Georgia Health Sciences University
Georgia State University
University of Georgia
East Georgia College
South Georgia College
Armstrong Atlantic University
Savannah State University
Valdosta State University

Guests:

Linda Noble, Associate Vice Chancellor for Faculty Affairs, University System of Georgia, Board of Regents
Elizabeth Combier, North Georgia College & State University
Craig Turner, Georgia College & State University

(Meeting sign-in sheet attached to these minutes as Appendix I.)

The Meeting Called to order by Craig Turner and Elizabeth Combier and Tim Brown was announced as USGFC's newly elected chair and chair of the meeting. Chris Huff Volunteered to take minutes.

Meeting agenda was approved unanimously.

Minutes were approved unanimously noting an editorial spelling error on page 3 "compension" to be changed to "compensation"

Attendees introduced themselves and Elizabeth Combier welcomed attendees to the meeting and to North Georgia College & State University.

Officer Elections Results:

- Chair, Tim Brown
- Chair-Elect: Craig Turner noted that neither chair-elect candidate received a majority of the tiers to secure the election. No formal process for resolving this outcome exists in the bylaws. Offered for consideration was a recommendation that the two, nominated chair-elects to share the role. This recommendation was moved and seconded. Vote was postponed until later in the meeting.

BOR Academic Affairs Report, Linda Noble. Dr. Noble summarized several efforts under way:

- A State-wide plan for college completion is being considered for approval by the Board of Regents the following week. This is a joint plan between the USG and TCSG with includes the framework for articulation between the two systems (included in the plan's appendix). The framework described in the plan will require institutional input for completion with institutional plans to be completed by the end of June 2012. One goal is to try to align performance measures with any changes resulting from adoption of performance-based funding. The BOR plan does not set metrics, which have yet to be defined and will be done by the institutions. The next step is seen to be the establishment of task forces at the institutional level.
- John Sizemore is the new Assistant Vice Chancellor for Distance Education and is heading a task force on moving the system course management system from Blackboard to Desire2Learn, which was chosen partially because it allows for much campus-level customization. Participation in the system's implementation of Desire2Learn is optional if an institution is not already on the USG course management system. Institutions should look for opportunities to participate in a pilot implementation followed by several phases of full implementation. Dr. Sizemore is also heading a newly-formed task force charged with developing a state-wide distance education plan.
- A search for the USG's new Chief Academic Officer is just getting started.
- New Program Approval: A new integrated review process is being put into place. It requires a two-step review that includes facilities and fiscal reviews and longer projections of costs associated with implementing programs. The principle criteria for review will be need and avoiding duplication. New program submissions are on hold until this new review process is fully implemented on January 1st.
- Dr. Noble asked for any questions from attendees.
- Q: What metrics will be used in the determination of facilities utilization? A: Dr. Noble said these are not yet known. Dr. Noble is meeting the following week with a group studying space utilization and will report developments.
- Dr. Noble stated that she is informing the CAO and Chancellor about the USGFC and the value it provides for seeking input from faculty.
- Q: Are presidential searches on hold at campus which may become candidates for consolidation? A: Dr. Noble was not aware such is the case.
- Q: What is the status of campus audits? Dr. Noble had no updates on that at this time.

- Q: Are there any shared governance principles defined at the BOR level? A: It was noted that brief language from BOR policy that covers shared and campus governance was distributed in the materials handed-out at the meeting. It was noted that it might be helpful for the USGFC to provide web links to the AACU and AAUP information on shared governance and that more language about shared governance could be added to BOR policy -- especially something to direct presidents in their relationships with shared governance. It was recommended that attendees work with their presidents and VPAA's to develop processes that help with participation.

Identification of Break-out Discussion Topics:

- Attendees agreed to strike topic 5 from the agenda, "USG Presidential Reporting Structure," upon noting the new structure of presidential reporting in the BOR organizational chart included in meeting handouts.
- On topic 2, "Campus Consolidation," Dr. Noble offered the following summary of current developments at the system level. Consolidation plans so far do **not** include any specific decisions of which institutions will be merged. The framework for assessing those opportunities is what is being worked-out at this time, with a goal of reducing unnecessary duplication, and includes:
 1. Defining who is doing what
 2. Developing processes and procedures for expanding in program and degree areas where these appear to overlap between USG and TCSG -- spelling-out which degrees can be offered within each system.
 3. On the transfer of general education courses, which currently includes ten specific courses, a process is defined for adding additional courses and this process includes review for inclusion by the USG Core and related disciplinary committees and would require General Education approval.
 4. Oversight of faculty quality/credentials as included in SACS and via USG.
- Opportunity for combining related topics resulted in the following break-out discussion groups:
 - Agenda Topics 1 & 3, "Governor Deal's Commission on Higher Education Funding" and "Formula Funding"
 - Agenda Topics 2 & 4, "Campus Consolidation" and "Articulation Agreements"
 - Agenda Topic 6, "USGFC Bylaws"
 - Agenda Topics 7 & 8, "Budget Cuts: Effects on Faculty Compensation/Workload" and "Faculty Compensation"
- Attendees disbursed into self-selected, break-out discussion groups on these topics and later enjoyed lunch.

The following handouts were distributed:

USG Faculty Governance Survey Results from March 15, 2008
USG Faculty Governance Survey Form
USGFC Bylaw Change Recommendations

Reports from the Break-out Groups

- **The group on Articulation and Consolidation made the following recommendation:**

The USG Faculty Council recommends to the Chancellor and the USG Chief Academic Officer that representatives of faculty and academic affairs of those institutions most likely to be considered for consolidation be included in discussions and deliberations involving consolidation. The USG Faculty Council is hopeful that the missions of those institutions that are considered for consolidation be included during consolidation discussions

This recommendation received unanimous approval from those in attendance at the meeting, but is pending final USGFC approval until votes are received from those absent.

- **The group on Budget and Faculty Compensation made the following recommendation:**

The USG Faculty Council proposes to call for data from each USG institution to substantiate base salaries at all levels of faculty, administration, and administrative staff employees at institutions from each tier for years 2007 to 2011.

This recommendation received unanimous approval from those in attendance at the meeting, but is pending final USGFC approval until votes are received from those absent.

In discussion, it was observed by some attendees that the percent of administrative funding continues to increase while that for instruction decreases.

- **The group on Formula Funding offered a recommendation which, after adoption of several changes from the floor, resulted in the following:**

1) If we are going to be successful transitioning to performance-based funding, it is essential that institutions have significant involvement in designing the metrics used to define performance at their institutions so the measures align with each institution's individual mission.

2) The USG Faculty Council will establish a work-group to develop a set of general recommendations for implementing institutional involvement and to alert institutions to the negative and positive aspects of transitioning to performance-based funding.

Of particular concern noted at this time:

- A need for metrics that recognize the successes of full-time as well as part-time students.
- A need for metrics that recognize the successes of students who transfer between institutions.
- Pressures that encourage grade inflation and lowering of graduation standards.
- Pressures to increase admission standards that are more exclusionary and disadvantage under-served populations.
- A need to include academic faculty expertise from different tiers and types of institutions to provide input upon those differences.

This recommendation received unanimous approval from those in attendance at the meeting, but is pending final USGFC approval until votes are received from those absent.

- **The group on UWGFC Bylaw Changes offered a series of changes to the bylaws which, after adoption of several changes from the floor, resulted in the version attached to these minutes as Appendix II.**

This recommendation received unanimous approval from those in attendance at the meeting, but is pending final USGFC approval until votes are received from those absent.

The group considered the earlier motion which recommended that the two, nominated chair-elects share the role.

This motion received unanimous approval from those in attendance at the meeting, but is pending final USGFC approval until votes are received from those absent.

Discussion ensued upon the date and location of the next USGFC meeting and resulted in the selection of Saturday, February 25th in Savannah, GA.

Meeting Adjourned.

APPENDIX I (Pages 6-8)

USGFC : 2011.11.5
 Please sign in for attendance (Please indicate if you are a designee or voting member)

Institution	Tier
Georgia Health Sciences University	Research
Georgia Institute of Technology	Research
Georgia State University	Research
University of Georgia	Research
Abraham Baldwin Agricultural College	Two Year & State College
Atlanta Metropolitan College	Two Year & State College
Bainbridge College	Two Year & State College
College of Coastal Georgia	Two Year & State College
Dalton State College	Two Year & State College
Darton College	Two Year & State College
East Georgia College	Two Year & State College
Gainesville State College	Two Year & State College
Georgia Gwinnett College	Two Year & State College
Georgia Highlands College	Two Year & State College
Georgia Perimeter College	Two Year & State College
Gordon College	Two Year & State College
Macon State College	Two Year & State College
Middle Georgia College	Two Year & State College
South Georgia College	Two Year & State College
Waycross College	Two Year & State College
Albany State University	Comprehensive & State University
Armstrong Atlantic State University	Comprehensive & State University
Augusta State University	Comprehensive & State University
Clayton State University	Comprehensive & State University
Columbus State University	Comprehensive & State University
Fort Valley State University	Comprehensive & State University
Georgia College & State University	Comprehensive & State University
Georgia Southern University	Comprehensive & State University
Georgia Southwestern State University	Comprehensive & State University
Kennesaw State University	Comprehensive & State University
North Georgia College & State University	Comprehensive & State University
Savannah State University	Comprehensive & State University
Southern Polytechnic State University	Comprehensive & State University
University of West Georgia	Comprehensive & State University
Valdosta State University	Comprehensive & State University

WJL (voting)

(voting) [Signature]

(?) [Signature]

[Signature]

Monique Muczykowski (designee)

Justin Jernigan (voting)

TONY PEARSON (designee)

Monique Bright (voting)

[Signature]

Robert Lightfoot (voting)

Don Kagan (voting)

[Signature]

Glenn Stokes (voting)

[Signature]

Frederic Flynn (for Clara King)

PHILIP SZNEDEKA (VOTING)

DOUGLAS MOODIE (VOTING)

[Signature]

WJL (voting)

(voting) [Signature]

(?) [Signature]

[Signature]

Monique Muczykowski (designee)

Justin Jernigan (voting)

TONY PEARSON (designee)

Monique Bright (voting)

[Signature]

Robert Lightfoot (voting)

Don Kagan (voting)

[Signature]

Glenn Stokes (voting)

[Signature]

Frederic Flynn (for Clara King)

PHILIP SZNEDEKA (VOTING)

DOUGLAS MOODIE (VOTING)

[Signature]

Guests

- Linda Noble, BOR/USG - Linda Noble
- Elizabeth Combier, NGRBSU
- Craig Turner, GCBSU

Chair

Timothy Brown - [Signature]

USGFC:2011.11.05

*Add as in attendance
 Jeff LeMieux
 College of Coastal Georgia*

Institution	Tier
Georgia Health Sciences University	Research
Georgia Institute of Technology	Research
Georgia State University	Research
University of Georgia	Research
Abraham Baldwin Agricultural College	Two Year & State College
Atlanta Metropolitan College	Two Year & State College
Bainbridge College	Two Year & State College
College of Coastal Georgia	Two Year & State College
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Kennesaw State University	Comprehensive & State University
North Georgia College & State University	Comprehensive & State University
Savannah State University	Comprehensive & State University
Southern Polytechnic State University	Comprehensive & State University
University of West Georgia	Comprehensive & State University
Valdosta State University	Comprehensive & State University

APPENDIX II (Pages 9 - 12)

Revised on: August 20, 2008

Revised February 25, 2011 (approved by the Chancellor designee in August 2011)

Article I. Name

The name of the body hereby constituted is the University System of Georgia Faculty Council (USGFC).

Article II. Mission

The purpose of the University System of Georgia Faculty Council is to promote and foster the welfare of system faculty through the combined creativity and expertise of faculty representatives from system institutions.

Article III. Responsibilities and Functions

The USGFC will participate in the process of University System of Georgia governance by advising, recommending, and consulting with the Chancellor or the Chancellor's designee(s) concerning the establishment of rules and regulations deemed necessary or appropriate for the promotion of the general welfare of the University System of Georgia.

The USGFC will formulate and recommend to the Chancellor or the Chancellor's designee(s) University System of Georgia policies and procedures related to but not exclusive to system faculty.

The USGFC will develop and maintain a system-wide communications network to provide for efficient transmission of relevant information to faculty.

Article IV. Membership

Membership of the USGFC shall be composed of one voting representative from each USG institution and that representative must be a member of that institution's faculty and selected by a process determined by the faculty or faculty body (council, senate, assembly, etc.) of that institution.

Article V. Meetings and Voting

V.1. Meetings.

V.1.1. Frequency. Meetings normally take place once each fall and spring.

V.1.2. Tier Voting. There shall be an institutional tier voting system. The list of USG institutions and their respective tier for voting purposes shall be maintained by the council. The list may be amended as needed with approval of the council. The voting on any proposal to amend this list shall be conducted in compliance with Article V.

V.1.3 Quorum. At least 50% of the voting membership from each institutional tier shall constitute quorum.

V.1.4. Proxy. A voting member should designate an alternate to a meeting that the member cannot attend.

V.1.5. Participation. In addition to attending meetings in person, members or their alternates may also participate remotely.

V.2 Voting.

V.2.1. Voting Representation. Each institution within the USG shall have one vote on any matter brought before the USGFC and that vote shall be cast by the voting representative or designated alternate.

V.2.2. Methodology. Voting may take place synchronously during a meeting of the USGFC or asynchronously by electronic communication or other means as determined by the officers in consultation with the membership of the USGFC.

V.2.3. Threshold.

V.2.3.1 Synchronous Threshold. Any decisions or recommendations by the USGFC using synchronous voting must receive majority approval of those voting from each institutional tier.

V.2.3.2 Asynchronous Threshold. Any decisions or recommendations by the USGFC using asynchronous voting must receive majority approval of those eligible to vote from each institutional tier.

Article VI. Officers and Duties

VI.1. Officers. The officers of the USGFC shall be a Chair and a Chair-Elect, who shall become Chair the following year. The officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the USGFC.

VI.2. Eligibility. Only individuals who have served at least one academic year as a voting member are eligible to serve as officers.

VI.3. Nomination and Election. Only current members may nominate a person to serve as an officer (self-nominations permitted). The voting for officers shall be conducted in compliance with Article V.

VI.4. Terms of Service. The term of service of an officer of the USGFC shall begin at the conclusion of the meeting at which (s)he is elected and end when his/her successor is named, and shall typically be one academic year.

VI.5. Duties. The Chair shall preside at all meetings of the USGFC. The Chair-Elect shall prepare minutes of each meeting. The primary duty of the officers shall be to communicate recommendations and decisions to the USG Chancellor or Chancellor's designee. The Chair and Chair-Elect shall prepare the agenda in consultation with the USGFC members.

Article VII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the USGFC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the USGFC may adopt.

Article VIII. Amendments

Any proposal to amend or repeal these Bylaws shall be submitted to the officers in writing at least 30 days prior to the meeting of the USGFC at which they will be discussed. The voting shall be conducted in compliance with Article V.

