



**Academic Council Executive Committee**

**Date:** 12/6/07

**Members Present:** Mr. Bill Andrews (Chair Elect), Dr. Philip Baker (SOD Representative), Dr. John Blalock (Parliamentarian), Dr. Wendy Bollag (SGS Representative), Ms. Kathy Davies (Interim Library Representative for Ms. Darra Ballance), Dr. Barry Goldstein (Provost), Mr. John Hansford (SGA President), Dr. Lynn Jaffe (Chair, Strategies & Responsibilities), Dr. Ricky Joseph (SAHS Representative)

**Members Not Present:** Dr. Jeannette Andrews (SON Representative), Dr. Pam Cook (Secretary-Treasurer), Ms. Darra Ballance (Library Representative), Dr. Richard Callan (Past Chair), Dr. Dave Hill (Chair, Scholarship & Standards), Dr. Dan Rahn (President), Dr. Vincent Robinson (SOM Representative), Dr. Martha Tingen (Chair), Dr. Jack Yu (Chair, Faculty Governance)

Topic	Discussion	Action Needed	Person Responsible/ Timeline
Call to Order	~ Mr. Bill Andrews called the meeting to order at 12:00 Noon. All members were welcomed.	None	N/A
Approval of Minutes	~ The November 1, 2007 minutes from the Executive Committee meeting were reviewed. Motion made to approve the minutes, motion seconded, and approved by all present.	None	N/A
	<b>Committee Reports</b>		
	<b>Scholarship and Standards</b>		
Faculty Development Subcommittee	~ The Faculty Development Subcommittee developed a business plan that was approved by the Office of Decision Support and the Strategic Planning Group - University Projects Steering Team. This plan was presented to the President's office for consideration. The title was changed from "Campus-Wide Faculty Development Program" to "Faculty Initiatives for Recruitment and Retention."	None	N/A
Research Ethics Subcommittee	~ One case was discussed at the Chair's level but the full committee was not required to convene.	None	N/A
Faculty Orientation/ Faculty Manual Subcommittee	~ No report submitted.	Report to be submitted for next meeting.	Dr. Hill 1/3/08
Faculty Recognition Subcommittee	~ The task force met on 11/19/07 to go over the timeline and requirements involved. Individual members are communicating with their schools.	Members to report back to Chair with names.	01/15/08 All Members

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Library Resources Subcommittee	~ The subcommittee will have its next quarterly meeting on 01/23/08. Please forward any requests to Dave Hill prior to the meeting.	None	Dr. Hill 1/23/08
University Assessment Subcommittee	~ No report submitted.	Report to be submitted for next meeting.	Dr. Hill 1/3/08
<b>Faculty Governance</b>			
FADPT Subcommittee	~ No report submitted.	Report to be submitted for next meeting.	Dr. Yu 1/3/08
Membership, Voting & Nomination Subcommittee	~ No report submitted.	Report to be submitted for next meeting.	Dr. Yu 1/3/08
Statutes Review Subcommittee	~ No report submitted.	Report to be submitted for next meeting.	Dr. Yu 1/3/08
Faculty Evaluation of Administrators Subcommittee	~ The Faculty Evaluation of Administrators Subcommittee is actively reviewing the personnel list and the actual evaluation will begin in the near future.	Survey process to be finalized and implemented by 1/15/08.	Dr. Tingen Dr. Yu Dr. Goldstein Dr. Cibirka 1/15/08
<b>Strategies and Responsibilities</b>			
Faculty Grievance Subcommittee	~ Letters have been sent to members appointed to the vacant slots on this subcommittee. There is no business to date.	Dr. Brands to notify Dr. Tingen of any Subcommittee activity.	Dr. Brands Ongoing
Student Affairs Subcommittee	~ Dr. Jaffe stated the subcommittee seems to be moving along.	Report to be submitted for next meeting.	Dr. Frazier Dr. Jaffe 1/3/08
Faculty, Salary & Benefits Task Force	~ The Subcommittee is still working on a resolution to define Domestic Partnership. UGA, GA Tech and Georgia State have affidavits that define Domestic Partnership but no other legal documents have been found. Dr. Goldstein provided input on how the resolution should be written.	Task Force to define Domestic Partnership and forward formal resolution to EC.	Dr. Jaffe 1/3/08
Strategic Initiatives Task Force	No current issues.		
<b>Student Government Association</b>			
SGA	~ Mr. Hansford reported that the SGA needs to spend approximately \$155,000 that has been collected from student fees over recent years. He stated the SGA is accepting proposals for campus projects from all the schools that will benefit all students. Additionally, the SGA will be working with the Alpha Eta Phi service organization to help disburse funds to other worthwhile charities. Alpha Eta Phi is a campus student service organization started by Dr. Kevin Frazier under the Student Affairs Subcommittee.		Ongoing SGA
<b>Other Business</b>			
Diploma Task Force Update	~ Dr. Joseph reported the committee will be looking at recommendations from survey responses on Monday, December 10, 2007. He also indicated the committee will look at qualitative responses in their review. Dr. Goldstein stated there have been approximately 1500 responses to the survey.	An official report will be given to the Executive Committee and Academic Council.	All members 1/15/08

	<b>Announcements</b>		
Forum for the Future	~ Mr. Andrews announced two possible Forum for the Future presentations in the upcoming months: one on “Mentoring” presented by Dr. Laura Mulloy and a follow up on simulation by a Harvard Physician/Computer Engineer.	Contact speakers to arrange presentations.	Mr. Andrews 1/3/08
AC Website	~ Mr. Andrews asked committee members to review the website to provide additional eyes for any changes/corrections that need to be made.		All members Ongoing
AC Budget	~ Mr. Andrews announced that the Academic Council FY 09 budget request was presented to Dr. Rahn and Dr. Goldstein for approval.		
Next Executive Committee Meeting	~ Thursday, January 3, 200	Agenda items to Dr. Tingen	All members 12/31/07
Adjourn	~ The meeting was adjourned 12:35 p.m.		

**Submitted by:** Ms. Nancy Waks, Academic Council Recording Secretary, and Dr. Pam Cook, Academic Council Secretary-Treasurer