



**MCG Academic Council Executive Committee**

**Date:** 05/01/08

**Members Present:** Mr. Bill Andrews (Chair Elect), Dr. Philip Baker (SOD Representative), Ms. Darra Ballance, (Library Representative), Dr. Wendy Bollag (SGS Representative), Dr. Richard Callan (Past Chair), Dr. Pam Cook (Secretary-Treasurer), Dr. Barry Goldstein (Provost), Dr. Janie Heath (SON Representative), Dr. Dave Hill (Chair, Scholarship & Standards), Dr. Lynn Jaffe (Chair, Strategies & Responsibilities), Ms. Lori Prince (SAHS Representative), Dr. Dan Rahn (President), Dr. Vincent Robinson (SOM Representative), Dr. Martha Tingen (Chair), Dr. Jack Yu (Chair, Faculty Governance)

**Members Not Present:** Dr. John Blalock (Parliamentarian), Mr. John Hansford (SGA President)

Topic	Discussion	Action Needed	Person Responsible/ Timeline
Call to Order	~ Dr. Martha Tingen called the meeting to order at 12:00 Noon. All members were welcomed.	None	N/A
Approval of Minutes	~ The April 3, 2008 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	~ No current activity. We are waiting to hear from the Board of Regents about the Faculty Development Initiative that went forward. The Faculty Orientation Subcommittee members will be utilized for this subcommittee since orientation is one of the major points in the program. A meeting is being scheduled to start the process.	None	N/A
Research Ethics Subcommittee	~ No activity since the last meeting.	None	N/A
Faculty Recognition Task Force	~ The taskforce has concluded its duties for this fiscal year. Dr. Tingen stated the taskforce did a great job.		
Library Resources Subcommittee	~ The Collection Committee meeting will be held on Thursday, 5/8/08.	None	N/A
University Assessment Subcommittee	~ No report submitted.	None	N/A

<b>Faculty Governance</b>			
Faculty Appointment, Promotion, Tenure, and Post-Tenure Subcommittee	~ No report submitted. Dr. William Browning, Chair of this Subcommittee, will be leaving MCG at the end of June, 2008. Dr. Browning brought up several important issues for consideration to improve the work conducted by the Subcommittee. Recommendation made to form a task force to look at these issues.	Dr. Tingen to discuss recommendation with 2008-2009 Chair of FAPT Subcommittee	9/1/08 Dr. Tingen
Membership, Voting & Nomination Subcommittee	~ There are no new activities at this time.	None	N/A
Statutes Review Subcommittee	~ There are no new activities at this time.	None	N/A
Faculty Evaluation of Administrators Subcommittee	~ The annual Faculty Evaluation of Administrators was completed as of March 14. This year the evaluation was managed by Dr. Roman Cibirka's office.	None	N/A
<b>Strategies and Responsibilities</b>			
Faculty Grievance Subcommittee	~ No new activity.	None	N/A
Student Affairs Subcommittee	~ The first Service Ceremony will be held on May 6, 2008 at the Wellness Center and/or Large Auditorium to honor 38 students with excellent records of service and leadership from the various Schools on campus. Approximately 200 guests are expected.	None	N/A
Faculty, Salary & Benefits Task Force	~ As of the 4/3/08 Executive Committee meeting, the decision was made to present the Domestic Partner Benefits resolution, along with the definitions of a Domestic Partner, to the Academic Council at the next regular meeting to determine if it should be presented to the faculty for a vote electronically. If there are enough votes for the resolution, the recommendation will be submitted to the President to take the information forward to the Chancellor.	To be presented at the next Academic Council meeting.	Dr. Jaffe & Dr. Tingen 5/22/08
<b>Student Government Association</b>			
SGA	~ No report submitted.	None	N/A
<b>New Business</b>			
MCG Alert	MCG Alert is a program designed to enhance MCG's capability of contacting everyone in about three minutes in case of an emergency. Information is being downloaded and the system will go live on 5/21. Everyone will be asked to keep their contact information updated and there will be no cost to the employees/students for this service. There will be up to six ways to be contacted with the ability to prioritize the order of contact. Executive Committee members are encouraged to notify and inform the faculty, staff and student body in each of their schools that the program is coming and how important it is to complete the information. Chief McBride would like to visit each school and the Library to promote the program (via meetings, fall orientation). There are currently fourteen institutions using this system (i.e. UGA, Georgia Southern). The only limitation is how well the phone services (i.e. AT&T, Verizon, Alltel, etc.) can handle it. Other items underway include a traffic study with DOT and	Dr. Tingen to schedule Chief McBride for the May Academic Council meeting.	5/22/08 Dr. Tingen

	equipping Public Safety with laser radar.		
Faculty Lounge on Campus	A motion was made and seconded to bring a request forward to the Academic Council regarding implementing a campus faculty lounge.	Mr. Andrews, 2008-2009 Vice Chair, will follow up on this request.	9/1/08 Mr. Andrews
	<b>Old Business</b>		
Faculty Exit Survey	Dr. Tingen thanked Susan Norton and Debra Arnold for all their hard work in incorporating all the recommendations that were made. The revised document has been submitted to the Executive Committee for review and support and on to the Academic Council. If approved, it will go back to Susan Norton for immediate implementation. Two to three people in Human Resources will be trained to meet with the faculty and administer the surveys. The President and Provost will receive the information/feedback from the surveys before it is passed on to the appropriate areas.	Academic Council to continue to obtain updates on the implementation process.	Monthly Mr. Andrews
SAHS Linkage	Dr. Tingen presented, for information. Dr. Carol Campbell is currently appointed by Dr. Mishoe to be over the SAHS Faculty Council. She received word about the Executive Committee wanting to reorganize so there will be an elected head of each School Senate. She has serious concerns about it and feels that the process that is currently in place should stand. The Executive Committee's objective is for better coordination of the faculty organization in the individual Schools and the faculty organization at large. The best way to do that is to have the elected head of faculty of each school automatically be a representative of Academic Council as part of their responsibilities.	None	N/A
Faculty Ballot	All the balloting has been done. Everyone will receive a letter from Dr. Tingen (congratulations to those elected and a thank you to those who were not). Dr. Tingen congratulated Dr. Pam Cook as the new Vice Chair-Elect and Dr. Philip Baker as the new Secretary-Treasurer.	None	N/A
USG Council	Dr. Tingen will forward other institutions faculty evaluation processes to the Faculty Evaluation of Administrators Subcommittee to review to see if we are happy with our own process or look at another.	None	N/A
Academic Council Name Change	Dr. Tingen asked the committee members to think about whether or not Academic Council should change their name, i.e. Faculty Senate. Dr. Rahn suggested this topic be taken up comprehensively in the new Academic Council year. He stated the university system's term is almost uniformly faculty senate; therefore, communication coming from the Board of Regents will go to the Faculty Senate of the School of Medicine and they think they are sending it to the Faculty Wide Organization.	Mr. Andrews to pursue with Council in the new academic year.	9/1/08 Mr. Andrews
Faculty Evaluation of Administrators	Dr. Goldstein provided an update. He reported that all Deans have received evaluations of their Chairs and of themselves. Dr. Goldstein indicated he uses information from these evaluations when he evaluates the Deans that reports to him. The response rate from the Deans perspective: Graduate Studies 52%, Dentistry 60%, Library 90%, Nursing 78%, Medicine 59% and Allied Health 80%. With the exception of one or two, there was a significant response rate for each of the Chairs for all schools. As an average there were no ratings under a 4 (with 5 being the	None	N/A

	highest) and the comments so far have been very positive.		
	<b>Announcements</b>		
Next Executive Committee Meeting	~ The schedule for 2008 – 2009 will be forthcoming after the Executive Planning Retreat in August, 2008.	Calendar to be developed.	8/1/08 Mr. Bill Andrews
Adjourn	~ The meeting was adjourned 1:05 p.m.		

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