



Academic Council Executive Committee

Date: 8/14/08

Members Present: Mr. Bill Andrews (Vice Chair), Dr. Philip Baker (Secretary-Treasurer), Ms. Darra Ballance (Library Representative), Dr. John Blalock (Parliamentarian), Dr. Wendy Bollag (SGS Representative), Dr. Pam Cook (Vice-Chair Elect), Dr. Barry Goldstein (Ex-Officio, Provost), Dr. Barry Hammond (Chair, Faculty Governance & Dentistry Representative), Dr. Janie Heath (Nursing Representative), Dr. Dave Hill (Chair, Scholarship & Standards), Dr. Lynn Jaffe (Chair, Strategies & Responsibilities), Ms. Lori Prince (SAHS Representative), Dr. Daniel Rahn (Ex-Officio Chair, President), Ms. Kim Rathbun (SGA President), Dr. Vincent Robinson (SOM Representative), Dr. Martha Tingen (Past Vice Chair)

Topic	Discussion	Action Needed	Person Responsible/ Timeline
Call to Order	~ Mr. Andrews called the meeting to order at 8:00 a.m. by welcoming everyone to the Executive Council and thanking the members for their service. Mr. Andrews' goal for this meeting was to outline an action plan for the upcoming year, and also to consider a name change for Academic Council and development of a mission statement for it.	None	N/A
Approval of Minutes	~ No minutes submitted for approval.	None	N/A

<p>President Welcome</p>	<p>Dr. Rahn welcomed the Executive Committee members. An overview of some of the issues facing Academic Council this upcoming year was provided.</p> <ul style="list-style-type: none"> • Recruitment and Retention of Faculty – the most important strategic issue this year. • Budget – instability in tax revenues has created a major challenge for the institution as we try to figure out how to deal with the state's budget cuts, i.e. not filling all open positions or not filling them immediately, eliminating non-essential travel and purchases. • Academic Programs – are on an upward trajectory as we focus on educating the workforce and expanding our regional aspects, becoming more sophisticated on how we deliver curriculum content. • Master Facilities Plan – expansion moving forward with purchase of Fat Man's property to build new student housing, acquisition of Gilbert Manor property nearing completion and construction underway for MCG Health Cancer Clinic. • Research – have been successful in focusing on translational science, and will need to partner clinical and laboratory research to reach our full potential. 	<p>EC and AC members to promote retention and recruitment of excellent faculty, review faculty development issues.</p>	<p>EC and AC members Ongoing</p>
<p>Provost Welcome</p>	<p>Dr. Goldstein welcomed the members and thanked everyone for their commitment to Academic Council. He provided an update on upcoming issues that will impact the members.</p> <ul style="list-style-type: none"> • MCG will undergo a reaffirmation of accreditation in 2010, to begin this Fall. Standards have been revised. In addition, there is now a Quality Enhancement Plan, a program designed to engage the entire institution and enhance student outcomes across campus and schools, involving students, staff and faculty. All will be critical and some Executive Committee members and faculty may be asked to be involved. • The budget from the Foundation was approved but may change based on revenue. Efforts will be made to provide as much of the budgeted money as possible but the Academic Council is asked to be prudent in outside speakers, expenses, etc. Resources need to be utilized to find funds for Faculty Development. • Changes were made in July, 2008 regarding the administration of Enrollment and Student Services due to Dr. Mike Miller's upcoming retirement. The decision was made to manage the changes internally, thus saving institutional funds. The department has been split into two sections: Student Services managed by Dr. Kevin Frazier and Enrollment Services managed by Dr. Roman Cibirka. Students have 	<p>EC and AC members may be called upon for accreditation and Quality Enhancement Program participation</p>	<p>EC and AC members Ongoing</p>

	<p>become more engaged and involved in what goes on in the University.</p> <ul style="list-style-type: none"> The statutes have not been approved the by the Board of Regents since 1991. The administrative section changes constantly and should be taken out. A description of the academic line of authority is all that is required. This is a task for the Academic Council to take on this year. 	AC members to review and revise administrative section of statutes.	AC members Current year
Academic Council Mission Statement and Purpose	The Executive Committee members discussed a mission statement and purpose that would provide equity among the schools. A statement will be formalized and submitted to the Strategies and Responsibilities Committee for feedback. The addition of a mission statement will require a change to the bylaws.	a) Strategies and Resp. Committee to review statement and purpose. b) EC to revise bylaws.	a) Strategies and Resp. Committee b) EC members Ongoing
Academic Council Name Change	The Executive Committee members discussed changing the name of the Academic Council to be more consistent with names used at other institutions. The group came up with two choices which will be voted on at the September Academic Council meeting.	AC members to vote on AC name change	AC members Sept AC meeting
Academic Council Slogan	Mr. Andrews proposed adopting a slogan to identify the Academic Council's role in representing faculty at MCG. After discussion by the members, the majority agreed that "a voice for all faculty" was the best choice.	none	N/A
Progress Report	Mr. Andrews provided a brief update on the progress to date. The calendar for the new Academic Council year has been completed. The New Faculty Reception has been scheduled for Tuesday, 9/2/08 and one Forum for the Future has been scheduled in October and one in November. Dr. Hill requested that the name "Vice Chair" be changed to something else, i.e. "President," for consistency with other institutions.	Promote New Faculty Reception	AC members Ongoing
Academic Council Marketing on Campus	Dr. Cook outlined a number of ways that the Academic Council can be marketed on campus. Some suggestions: restructure AC/EC, leadership campus issues, forums, new faculty reception, slogan, name change, brochure, web page (search engine), Beeper publicity, personalized letters to new faculty with brochure, letter to all faculty and faculty orientation. She requested feedback from the EC members for additional ideas.	Provide feedback on marketing AC on campus	AC members
Faculty Satisfaction Survey	Ms. Susan Norton, and Morehead and Associates presented the proposed plan for a Faculty Satisfaction Survey to be administered to faculty. The EC members asked questions about the proposal and offered suggestions that would help increase the number of faculty participating in the survey.	Encourage participation in Fac Satisfaction Survey	AC members Ongoing
Adjourn	The meeting was adjourned 12:00 p.m.	none	N/A

Submitted by: Ms. Nancy Waks, Academic Council Recording Secretary, and Dr. Philip Baker, Academic Council Secretary-Treasurer