

**MINUTES OF THE MEETING OF THE
BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA
HELD AT
Atlanta, Georgia
September 11, 2013**

CALL TO ORDER

The Board of Regents of the University System of Georgia met at approximately 9:32 a.m. on Wednesday, September 11, 2013, in room 7007 of the Board's offices, 270 Washington St. SW, Atlanta, Georgia. The Chair of the Board, Regent William H. NeSmith, Jr., called the meeting to order. Present, in addition to Chair NeSmith, were Vice Chair Philip A. Wilheit, Sr.; and Regents C. Dean Alford; Kenneth R. Bernard, Jr.; Lori Durden; Larry R. Ellis; Rutledge A. Griffin, Jr.; George Hooks; C. Thomas Hopkins, Jr.; Donald M. Leebern, Jr.; Doreen Stiles Poitevint; Neil L. Pruitt, Jr.; Scott Smith; Kessel D. Stelling, Jr.; Benjamin J. Tarbutton, III; Richard L. Tucker; T. Rogers Wade; Larry Walker; and Don L. Waters.

INVOCATION AND PLEDGE

The invocation and Pledge of Allegiance were given by Regent Don L. Waters.

SAFETY BRIEFING

The safety briefing was given by Chief Bruce Holmes.

ATTENDANCE REPORT

The attendance report was given by Secretary Burns Newsome.

APPROVAL OF MINUTES

The minutes of the Board of Regents meeting conducted on August 13-14, 2013, were unanimously approved.

COMMITTEE OF THE WHOLE: FINANCE & BUSINESS OPERATIONS

The Committee on Finance and Business Operations, meeting as the Committee of the Whole, met at approximately 9:39 a.m. on Wednesday, September 11, 2013. Board Chair William H. NeSmith introduced Vice Chancellor for Finance and Business Operations John Brown, who presented to the Board the Fiscal Year '15 Operation and Capital Budget Request, a copies of which are attached here as Appendices I and II. Mr. Brown stated that there will be in coming years a transition from enrollment- to performance-based funding. Mr. Brown further commented that the system must focus on student needs and program offerings when it comes to attraction and retention. A copy of Mr. Brown's presentation, and a recording of his remarks, is on file with, and available for inspection in, the Office of the Secretary to the Board.

COMMITTEE OF THE WHOLE: PERSONNEL & BENEFITS

The Committee on Personnel and Benefits, meeting as the Committee of the Whole, met at approximately 10:28 a.m. on Wednesday, September 11, 2013. Committee Chair Neil L. Pruitt introduced Vice Chancellor for Human Resources Marion Fedrick. The Board approved a revision to Board of Regents Policy 8.2.9 Insurance, a copy of which is attached as Appendix III. Ms. Fedrick presented to the Board information on two items: the award to six USG institutions of \$10,000 Wellness Mini-Grants, part of the system-wide wellness initiative; and information on the Voluntary Benefits Steering Committee's selection of employee benefits for 2014, projected, Ms. Fedrick said, to save the system \$6.2 million. A copy of Ms. Fedrick's presentations, and a recording of her remarks, are on file with, and available for inspection in, the Office of the Secretary to the Board.

COMMITTEE OF THE WHOLE: ORGANIZATION & LAW

The Committee on Organization and Law, meeting as the Committee of the Whole, met at approximately 10:55 a.m. on Wednesday, September 11, 2013. Committee Chair Rutledge A. Griffin introduced Vice Chancellor for Legal Affairs Burns Newsome. Mr. Newsome presented to the Board a roster Board of Regents policies, determined through a process of systematic review of the Board of Regents Policy Manual to be outdated, unduly burdensome, or serve to hinder, rather than promote, institutional missions. A copy of these policies is attached as Appendix IV, and will be presented to the Board of Regents for approval during its October 8-9, 2013, meeting. A recording of Mr. Newsome's remarks is on file with, and available for inspection in, the Office of the Secretary to the Board.

ECONOMIC DEVELOPMENT UPDATE

At approximately 12:46 p.m. on Wednesday, September 11, 2013, Regent Larry R. Ellis introduced Vice Chancellor for Economic Development Mark Lytle, to provide an update on the USG's efforts in that area. A recording of Dr. Lytle's complete remarks is on file with, and available for inspection in, the Office of the Secretary to the Board.

CHANCELLOR'S REPORT

Chancellor Henry M. Huckaby gave his report at approximately 12:51 p.m. on Wednesday, September 11, 2013. The Chancellor stated that the scenarios presented by FY 15 capital requests are not going away, referring to it as "the new normal." He exhorted USG staff and institutions for renewed focus on students. Chancellor Huckaby noted that enrollments are expected to decline, explaining that would-be students are changing plans in the short term, given the economic downturn. He revealed that Associate Vice Chancellor for Planning and Implementation Shelley Nickel is forming, and will steer, a special committee to study financial aid, determining ways in which to attract and retain students. The Chancellor concluded his remarks with some real earnings value information from the Wall Street Journal, and cited several accolades for institutions and their personnel. An audio recording of Chancellor Huckaby's full remarks is on file with, and available for inspection in, the Office of the Secretary to the Board.

COMMITTEE REPORTS

The reports of the standing committees are attached hereto.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

There was none

PETITIONS AND COMMUNICATIONS

Chair NeSmith announced the 2014 Nominating Committee: Regents Larry Walker, chair; Benjamin J. Tarbutton, III; and T. Rogers Wade. Chair NeSmith noted that the Board of Regents' October 8-9, 2013, will be hosted at Georgia College & State University in Milledgeville. Chair NeSmith also thanked staff for helping to run meetings efficiently.

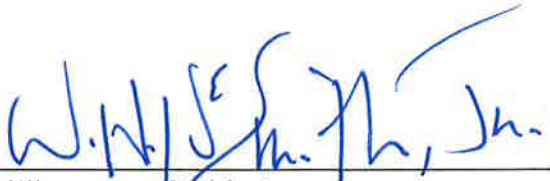
EXECUTIVE SESSION

At approximately 1:30 p.m. Wednesday, September 11, 2013, Chair NeSmith called for an executive session for the purpose of discussing personnel matters. With motion properly made and variously seconded, the Regents voted unanimously to go into executive session. University System of Georgia staff members who were also present for portions of the executive session included Chancellor Huckaby and members of his staff. An affidavit regarding this executive session is on file with the Office of the Secretary to the Board.

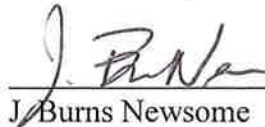
At approximately 2:02 p.m., Chair NeSmith reconvened the Board meeting in its regular session and announced that no actions were taken during the executive session.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 2:03 p.m. on Wednesday, September 11, 2013.



William H. NeSmith, Jr.
Chair, Board of Regents
University System of Georgia



J. Burns Newsome
Secretary, Board of Regents
University System of Georgia

**MINUTES OF THE
GRADUATE MEDICAL EDUCATION COMMITTEE**

The Graduate Medical Education Committee met on Wednesday, September 11, 2013, at approximately 8:30 a.m. in room 5158 of the Board's offices, 270 Washington Street SW, Atlanta, Georgia. Committee members in attendance were Chair C. Thomas Hopkins, Jr.; and Regents Kenneth R. Bernard, Jr.; Donald M. Leebern, Jr.; and Regent Neil L. Pruitt, Jr.

1. The committee heard an information item on graduate medical education expansion activities.
2. The Board approved additional funding from FY 2013 funds to support continued development of graduate medical education programs at Gwinnett Medical Center (\$350,000), and St. Mary's Health System (\$300,000) in Athens.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at approximately 8:55 a.m. on Wednesday, September 11, 2013.

MINUTES OF THE MEETING OF THE EXECUTIVE AND COMPENSATION COMMITTEE

The Executive and Compensation Committee of the Board of Regents of the University System of Georgia met on Wednesday, September 11, 2013, in room 7019 of the Board's offices, 270 Washington St. SW, Atlanta, Georgia. The chair of the committee, Regent William H. NeSmith, called the meeting to order at approximately 9:00 a.m. Present, in addition to Chair NeSmith, were Vice Chair Philip A. Wilheit, Sr.; and Regents Kenneth R. Bernard, Jr.; Larry R. Ellis; Kessel D. Stelling, Jr.; Benjamin J. Tarbutton, III; and Larry Walker.

EXECUTIVE SESSION

At approximately 9:02 a.m., Chair William H. NeSmith called for an executive session for the purpose of discussing personnel and legal matters. With motion properly made and seconded, the Regents who were present voted unanimously to go into executive session. An affidavit regarding this executive session is on file in the Office of the Secretary to the Board.

Chair NeSmith reconvened the committee in its regular session at approximately 9:24 a.m. and announced that no actions were taken during executive session.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at approximately 9:25 a.m. on Wednesday, September 11, 2013.

MINUTES OF THE MEETING OF THE COMMITTEE ON ACADEMIC AFFAIRS

The Committee on Academic Affairs met on Wednesday, September 11, 2013, at approximately 10:58 a.m. in room 5158 of the Board's offices, 270 Washington Street SW, Atlanta, Georgia. Committee Vice Chair Larry R. Ellis called the meeting to order. Committee members in attendance, in addition to Vice Chair Ellis, were Regents Lori S. Durden; Larry R. Ellis; Rutledge A. Griffin, Jr.; C. Thomas Hopkins; Neil L. Pruitt; Benjamin J. Tarbutton, III; and T. Rogers Wade. Committee Chair C. Dean Alford entered while the meeting was in progress. The Vice Chair of the Board, Regent Philip A. Wilheit, Sr., also was in attendance.

1. The Board approved a request for a substantive Change and Name Change to the Bachelor of Science with a major in Exercise and Health Science, Kennesaw State University.
2. The Board approved termination of five Associate of Applied Science degrees at Fort Valley State University: Agriculture Engineering Technology; Electronic Engineering Technology; Infant and Child Development; Ornamental Horticulture; and Veterinary Technology.
3. The Board approved establishment of the Arch Professorship for Public and International Affairs at the University of Georgia.
4. The Board approved redesignation of the Case Distinguished Chair of Psychiatry and Health Behavior at Georgia Regents University, to the Case Distinguished University Chair of Psychiatry and Health Behavior.
5. The Board approved redesignation of the Georgia Family Practice (GAFP) Joseph W. Tollison, M.D. Distinguished Chair at Georgia Regents University, to the Georgia Family Practice (GAFP) Joseph W. Tollison, M.D. Distinguished University Chair.
6. The Board approved establishment of the University of Georgia Foundation Professorship in Human Health at the University of Georgia.
7. The Board approved certain named faculty appointments and endowed positions, copies of which are on file with, and available for inspection in, the Office of the Secretary to the Board.
8. The committee heard an information item regarding financial aid.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at approximately 11:30 a.m. on Wednesday, September 11, 2013.

MINUTES OF THE MEETING OF THE COMMITTEE ON REAL ESTATE AND FACILITIES

The Committee on Real Estate and Facilities of the Board of Regents of the University System of Georgia met at approximately 11:14 a.m. on Wednesday, September 11, 2013, in room 7007 of the Board's offices, 270 Washington St. SW, Atlanta, Georgia. The chair of the committee, Regent Kessel D. Stelling, called the meeting to order. Present, in addition to Regent Stelling, were Regents Kenneth R. Bernard, Jr.; George Hooks; Donald M. Leebern, Jr.; Doreen Stiles Poitevint; E. Scott Smith ; Richard L. Tucker; Larry Walker; and Don L. Waters. The Chair of the Board, Regent William H. NeSmith, Jr., also was present.

1. The committee heard an informational item on integrated evaluation of proposals.
2. The Board authorized a budget modification for Project No. PPV-89-1201, Student Activity and Recreation Center, Gordon State College, to increase the total project budget from \$12,048,000 to \$13,765,000.
3. The Board authorized a budget modification for Project No. BR-30-1303, renovation of Roe Stamps Field, Georgia Institute of Technology, from \$5,200,000 to \$5,550,000.
4. The Board authorized a budget modification for Project No. J-200, Griffin Food Technology Center, University of Georgia, from \$5,500,000 to \$7,379,261.
5. The Board authorized a budget modification for Project No. BR-66-1104, Shooting Sports Education Center, Georgia Southern University, from \$4,125,000 to \$5,831,000.
6. The Board appointed the first-named construction management firm listed below for Project No. J-209, Cancer Research Building, Georgia Regents University, and authorized the execution of a contract with the identified firm. Should it not be possible to execute a contract with the top-ranked firm, staff will then attempt to execute a contract with the other listed firms in rank order. The project will be funded from \$50,000,000 in State General Obligation Bonds (\$45,000,000 in FY 2014 and \$5,000,000 anticipated in FY 2015) and \$12,500,000 in philanthropy.

Total Project Cost: \$62,500,000

Construction Cost (Stated Cost Limitation): \$44,500,000

Number of firms that applied for this commission: 18

Recommended firms in rank order:

1. Gilbane Building Company, Atlanta
 2. JE Dunn Construction, Atlanta
 3. Brasfield & Gorrie, LLC, Kennesaw
 4. Manhattan Construction Company, Atlanta
 5. Barton Malow Company, Alpharetta
7. The Board appointed the first-named construction management firm listed below for Project No. J-208, Health Center, Georgia Southern University, and authorized the execution of a contract with the identified firm. Should it not be possible to execute a contract with the top-ranked firm, staff will then

attempt to execute a contract with the other listed firms in rank order. The project will be funded from \$10,000,000 in State General Obligation Bonds and \$635,000 in Georgia Southern University funds.

Total Project Cost: \$10,635,000

Construction Cost (Stated Cost Limitation): \$ 8,325,000

Number of firms that applied for this commission: 22

Recommended firms in rank order:

1. Juneau Construction Company, Atlanta
2. Whiting Turner Construction Company, Atlanta
3. Brasfield & Gorrie, LLC, Kennesaw
4. BL Harbert International, Atlanta
5. KBR Building Group, Atlanta

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at approximately 11:23 a.m. on Wednesday, September 11, 2013.

Appendix I

**Board of Regents
University System of Georgia
Fiscal Year 2015 Operating Budget Request**

FY 2014 State Funds	
Formula Funds	\$1,676,074,685
All Other Activities	207,054,107
Total FY 2014 State Funds	\$1,883,128,792
Formula Increase Request:	
Enrollment Growth (Decline)	(\$20,152,068)
Maintenance and Operations	\$20,638,128
Health Insurance - Normal Increase	\$7,912,367
Health Insurance - Affordable Care Act	\$20,600,000
Retiree Health and Life Benefits	\$6,211,860
Optional Retirement Program (ORP)	\$10,000,000
Georgia Regents University - Rome Expansion	\$784,721
Payback Project - Georgia Southern University	\$1,014,809
Reduce Funding for Georgia Gwinnett College	(\$1,375,000)
Subtotal Formula Increase Request	\$45,634,817
Graduate Medical Education	\$3,232,228
Total Increase Request	\$48,867,045
Total FY 2015 State Funds Request	\$1,931,995,837

Other Items for Consideration	
Georgia Archives	\$496,000
Georgia Public Libraries Formula Increase	\$106,078
Southern Regional Education Board (SREB)	\$22,400
Total	\$624,478

Appendix II

**Board of Regents
University System of Georgia
FY 2015 Capital Request**

Capital Outlay: Equipment

Georgia State University - Humanities/Law Building	7,000,000
Clayton State University - Science Building	2,900,000
Georgia Regents University - Cancer Research Building	<u>5,000,000</u>

Equipment Subtotal **14,900,000**

Capital Outlay: Construction

Albany State University - Fine Arts Center	24,100,000
University of Georgia - Science Building	<u>44,700,000</u>

Construction Subtotal **68,800,000**

Capital Outlay: Small Capital Projects

Gordon State College - Hightower Library Renovation	4,400,000
Kennesaw State University - English Building Renovation/Addition	4,900,000
University of Georgia - Baldwin Hall Expansion & Renovation	4,900,000
Fort Valley State University - Renovation of Bishop Hall	4,000,000
Columbus State University - Renovate Arnold Hall	4,950,000
University of North Georgia - Oconee Campus Annex	2,500,000
Southern Polytechnic State University - Building E Improvements	2,800,000
Atlanta Metropolitan State College - Infrastructure Renovation/Upgrades	2,500,000
Abraham Baldwin Agricultural College - Lab Science Building - Phase II	2,700,000
Valdosta State University - Renovate University Center	1,900,000
Georgia Regents University - Replace HVAC Reese Library	<u>4,600,000</u>

Small Capital Projects Subtotal **40,150,000**

Capital Outlay: Planning

Georgia Gwinnett College - Academic Building (\$14,000,000)	1,100,000
Georgia College and State University - Historic Beeson Hall Renovation (\$11,000,000)	1,000,000
Savannah State University - Science and Technology Facility (\$20,500,000)	2,500,000
Georgia Southern University - Military Science Building (\$7,500,000)	<u>550,000</u>

Planning Subtotal **5,150,000**

Capital Outlay: Other

Major Repair and Rehabilitation	80,000,000
Middle Georgia State College - Aviation College Airplane Replacement (Multi-Year Plan)	2,000,000

Other Subtotal **82,000,000**

FY 2015 Capital Request for USG **211,000,000**

Appendix II

**Board of Regents
University System of Georgia
FY 2015 Capital Request**

Georgia Public Libraries

Mountain Regional Library (Young Harris, Towns County)	900,000
Dougherty County Public Library (Central Library, Albany)	2,000,000
Three Rivers Regional Library (Folkston, Charlton County)	565,000
Dougherty County Public Library (Northwest Branch, Albany)	2,000,000
Gwinnett County Public Library (Norcross)	1,875,000
Cobb County Public Library (East Marietta)	2,000,000
Atlanta-Fulton County Library (Milton, Fulton County)	2,000,000
Atlanta-Fulton County Library (Wolf Creek, Fulton County)	2,000,000
Villa Rica Library (Carroll County)	2,000,000
Hogansville Public Library (Troup County)	2,000,000
WH Stanton Memorial Library (Walton County)	2,000,000
Barnesville-Lamar County Library (Lamar County)	1,385,000
Computer Replacement	2,000,000
Major Repair and Rehabilitation	<u>1,500,000</u>
Georgia Public Libraries Subtotal	24,225,000
Total FY 2015 Capital Request	235,225,000

8.2.9 Insurance

The Board of Regents of the University System of Georgia is solely responsible for the solicitation, selection, contracting and implementation of employee benefits to include health insurance, basic life insurance, accidental death and dismemberment and all other group insurance plans. Institutions may not contract for employee health or voluntary benefits. Institutions may select, if desired, to contract for supplemental employee insurance coverage that is not in conflict with those offered by the Board of Regents.

8.2.9.1 Group Health Insurance

Hospitalization, surgical, medical and major medical benefits shall be made available to regular USG employees, with a work commitment of three-quarters time (30 hours per week) or more. A regular employee's work commitment may be comprised of multiple job assignments to achieve benefits eligibility if the work assignments are six (6) months or longer. ~~Temporary work commitments/hours cannot be combined for benefit eligibility purposes.~~ These benefits shall also be made available to dependents of the same employees. The USG shall pay that portion of the cost of such insurance as shall be designated from time to time by the Board. If elected, these benefits become effective on the first day of the month following enrollment unless enrollment is on the first day of the month in which case it becomes effective upon enrollment (BoR minutes, Nov. 2011). For those employees covered under an academic contract, benefits will begin on the first day of the contract if enrolled on or before that day or on the first day of the month following enrollment if they enroll after the contract start (BoR minutes, Jan. 2012).

8.2.9.2 Group Life Insurance

Group life insurance, with accidental death and dismemberment coverage, shall be made available to regular USG employees with the same benefits eligibility definitions as that of Group Health Insurance (Section 8.2.9.1). Group life benefits become effective upon hire (BoR minutes, Nov. 2011). The USG, as employer, shall pay the premium on the basic amount of life insurance, which shall be \$25,000. This amount of insurance is designated "basic life insurance" and the maximum premium therefore shall be established by the Board.

In addition, "supplemental life insurance", with the same benefits eligibility definitions as that of Group Health Insurance (Section 8.2.9.1), may be offered to these same employees with no employer participation in the premiums. If elected, these benefits become effective on the first day of the month following enrollment unless enrollment is on the first day of the month in which case it becomes effective upon enrollment (BoR minutes, Nov. 2011). For those employees covered under an academic contract, benefits will begin on the first day of the contract if enrolled on or before that day, or on the first day of the month following enrollment if they enroll after the contract start (BoR minutes, Jan. 2012). Group life insurance for dependents of these employees shall be made available to them in amounts which shall be established from time to time by the Board. There shall be no employer contribution to the dependent life insurance premiums (BoR minutes, 1987-88, pp. 63-64).

8.2.9.3 Other Insurance

~~Each institution~~ The Board of Regents of the University System of Georgia may provide any additional types of group insurance protection ~~desired~~ on a voluntary basis if the total cost of such protection is paid by the employee with the same benefits eligibility definitions ~~and benefits effective dates~~ as that of Group Health Insurance (Section 8.2.9.1). ~~If elected, these benefits become effective on the first day of the month following enrollment unless enrollment is on the first day of the month in which case it becomes effective upon enrollment (BoR minutes, Nov. 2011). For those employees covered under an academic contract, benefits will begin on the first day of the contract if enrolled on or before that day, or on the first day of the month following enrollment if they enroll after the contract start (BoR minutes, Jan. 2012).~~

APPENDIX IV
PROPOSED POLICY CHANGES

1. Policy 1.2.4 Fiscal Responsibilities

The Chancellor shall be responsible for the preparation for the Board of a suggested allocation of state appropriations to the USG institutions. This suggested allocation shall be accompanied by a statement of the basis upon which it is to be determined. The suggested allocation shall be transmitted to the Board by the Committee on Finance and Business Operations with such modifications as the Committee may deem necessary.

Budgets of the USG member institutions shall be submitted by heads of the institutions to the Chancellor. When the Chancellor has approved the budgets, the Chancellor shall submit all of the USG budgets to the Board for final approval.

The Chancellor, and/or the Chancellor's designee, is authorized to execute all documents concerning federal aid to the USG, including, but not limited to, applications, acknowledgments of grants, and other necessary documents, in the conduct of affairs on behalf of the Regents of the University System of Georgia in connection with the United States Government (BoR Minutes, 1966-67, pp. 414-415; February 2007; April 2007).

The Chancellor is further authorized to settle any claim or dispute against the Board or its employees for an amount not to exceed \$300,000 of Board of Regents' funding (BoR Minutes, May 2006).

The Chancellor and the Chancellor's designee are authorized and empowered to execute, accept, and deliver for, on behalf of, and in the name of the Board of Regents of the University System of Georgia and under its Seal, and without prior approval by the Board, the following documents:

1. Any and all rental agreements, supplemental agreements, and subrental agreements in which the Board of Regents is named as the tenant of the property rented and where the total rent to be paid by the Board does not exceed the sum of \$5,000 per month.
2. Any and all contracts, agreements, deeds, licenses, or other instruments related to the purchase or gift of real property (other than property acquired by condemnation) at a purchase price not to exceed the average of three separate appraisals made by independent and licensed real estate appraisers and where the purchase price (or gift value) of the real property does not exceed the sum of \$100,000. (BoR Minutes, April 2007).

The Chancellor, and/or the Chancellor's designee, is authorized to act without prior approval of the Board as the contracting officers for and on behalf of the Board of Regents, with authority to act for the Board in the execution of:

1. Construction contracts;
2. Change orders to construction contracts;
3. Contracts for professional services;
4. Selection of architects and engineers and execution of architectural/engineering contracts for the preparation of plans for new buildings or engineering projects,
5. Major remodeling;
6. Allocation of rehabilitation funds; and,
7. Other USG projects, except routine maintenance.

However, the authority so delegated shall not exceed the sum of \$1,000,000 for any one contractual obligation. The actions taken under the authority of this paragraph shall be reported annually to the Committee on Real Estate and Facilities (BoR Minutes, 1991-92, pp. 319-320).

APPENDIX IV
PROPOSED POLICY CHANGES

The Chancellor, and/or the Chancellor's designee, is authorized to allocate to USG institutions, without prior approval of the Board, capital outlay appropriations – rehabilitation funds (cash or bonds) in amounts not to exceed \$200,000 for any one project. The actions taken under the authority of this paragraph shall be reported annually to the Committee on Real Estate and Facilities (BoR Minutes, 1991-92, pp. 319-320).

The Chancellor, and/or the Chancellor's designee, is authorized to delegate any or all of the above authority to act as contracting officers to individual USG institutions based upon an evaluation by the Chancellor or the Treasurer of the ability of an institution to properly administer the delegated authority. Such delegation of authority shall be administered in accordance with policies and procedures approved by the Chancellor, the Treasurer, or the Chancellor's designee (BoR Minutes, 1991-92, pp. 319-320).

~~The Chancellor is authorized to develop procedures whereby nonmandatory (revenue-producing) auxiliary fees from campus operations, such as bookstore, dormitory, cafeteria, and vending machines, may be approved by him or her without prior approval by the Board (BoR Minutes, 1980-81, p. 22).~~

APPENDIX IV
PROPOSED POLICY CHANGES

2. Policy 1.4 Treasurer

The Treasurer shall be elected by the Board, upon the recommendation of the Chancellor; he/she shall not be a member thereof. The Treasurer shall be present at all meetings of the Board except as otherwise determined by the Board. He/she shall be placed under bond in an amount to be determined by the Board.

The Treasurer shall invest funds available for investments and shall maintain custody of securities, subject to the approval of the Board. He/she shall maintain financial supervision over trust funds of various institutions. The Treasurer shall see that all bank deposits of the USG and its institutions are adequately covered by insurance. He/she shall authorize a person or persons at each of the USG member institutions to sign checks drawn on banks where funds of the respective institutions are deposited, and shall empower the appointed person or persons to sign any documents that may be required by the banks in order to carry out this authorization. He/she shall see that fidelity bonds are secured for all persons in the USG for whom such bonds are necessary or advisable.

The Treasurer shall supply members of the Board with quarterly reports showing the financial status of the USG and of each member institution, and shall analyze all budgets and make copies of such analyses available to the Chancellor and members of the Committee on Finance and Business Operations. The Treasurer shall provide the Chancellor and members of the Committee on Finance and Business Operations with any information that will be helpful in preparing recommendations for the Board on the allocation of state funds. He/she shall assemble financial data that may be used as a basis for requests to the Governor and General Assembly for appropriations for the support of the USG and its institutions.

The Treasurer shall see that USG institutions establish and maintain uniform and effective procedures of accounting, budgetary control, internal ~~controls checks and audits~~, inventory controls, and business practices, and shall advise institutions on all problems of a fiscal or business nature. **Accounting and reporting procedures of the Board of Regents shall be approved by the Chancellor and published by the Treasurer.** The Treasurer shall assist each institution in preparing a manual of business procedures to be followed by that institution, and shall assist **the Vice Chancellor for Human Resources** ~~institutions~~ in developing policies governing terms and conditions of employment of classified personnel. Such policies shall include regulations regarding salaries and wages paid to various types of employees, job classification and merit plans, promotions, sick leaves, vacations, insurance, and retirement.

The Treasurer shall prepare and publish annual reports on the financial operations of the USG and its institutions. He/she shall be authorized to sign on behalf of the Board all documents necessary to convey, assign, transfer or sell investments for the various trust accounts for which the Board of Regents is the designated trustee. He/she shall perform such other duties and have such other powers as the Board may authorize or as may be assigned to him/her by the Chancellor.

The ~~USG chief financial officer and the~~ Treasurer **is the USG chief financial officer and is** ~~are~~ authorized, with the approval of the Chancellor, to delegate to the chief business officer of any institution the authority to execute any and all documents that may be necessary, required, or desirable in order to provide proper fiscal management of funds given to the institution or the Board of Regents for the benefit of the institution concerned.

Institutional chief business officers are responsible for enforcing the fiscal policies and procedures established by the Board of Regents, the Chancellor and the Treasurer. Institutional chief business officers shall immediately report to the Board Treasurer any situation that reasonably could be expected to create a deficit at an institution in coordination with the President's reporting of a deficit as required by the *Policy Manual*,

APPENDIX IV
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Section 7.1.2.2 Deficits. Institutional chief business officers also must report to either the Treasurer or the USG chief audit officer any significant instances of non-compliance with Board Policy or business procedures that cannot be effectively remediated at the institution. To ensure accountability and effective fiscal management, the president of each institution shall consult with the Treasurer on significant personnel actions involving the institutional chief business officer to include appointment, qualifications for the position, and termination. The president shall determine the organizational and operating reporting relationships of the chief business officer at his or her institution.

APPENDIX IV
PROPOSED POLICY CHANGES

3. Policy 2.1 Election of Presidents by the Board

The Board shall elect the presidents of institutions ~~at the April monthly meeting~~. Presidents shall not hold tenure at the institution but may hold, retain, or receive academic rank. They shall be elected each year for a term of one (1) year. The Chancellor shall notify them of their appointment, but such presidents shall not be entitled to a written employment contract. All such appointments will be made expressly subject to the Policies of the Board of Regents.

Persons holding tenure in the USG who receive an initial presidential appointment shall be required to relinquish their tenure before assuming the office of the president. No person shall be awarded tenure while serving as president (BoR Minutes, 1991-92, p. 34).

A person accepting the position of acting president at a USG institution shall not be a candidate for president of that institution (BoR Minutes, Aug. 2000, p. 63).

APPENDIX IV
PROPOSED POLICY CHANGES

4. Policy 2.2 Procedure for Selection of a President for USG Institutions*

When a vacancy occurs in a presidency, the chancellor shall consult with the chair to decide whether to conduct a national search. If a search is conducted, the chancellor in consultation with the chair may appoint an institutional search committee. The committee shall be composed of representatives of the faculty, alumni, foundation, students, and the community. Faculty shall compose the largest number of institutional members of the committee. Except as provided below, the chancellor shall name a faculty member as the chair of the institutional search committee.

For searches at research institutions, the chair shall serve on the institutional committee and name six other regents to the institutional search committee, one of whom shall be the regent residing closest to the institution. In addition, for a research institution search, the board chair shall name a regent, from those appointed, as chair of the institutional committee.

The institutional committee shall submit 3 to 5 unranked names to a Regents Special Committee for consideration. The chair shall appoint the Regents Special Committee, one of whom shall be the Regent residing closest to the institution. In the case of presidential searches at research universities, the institutional committee shall submit 3 to 5 unranked names to the board for consideration. Authority to name one or more finalists rests exclusively with the Board of Regents.

**This supersedes prior policy, which follows below, unmarked for ease of reading*

2.2 Procedure for Selection of a President for USG Institutions

The policy of the Board regarding the selection of a president for USG institutions shall be as follows.

2.2.1 All Presidential Searches

The Chancellor shall confer with the Search committee(s) and the Regents regarding the position description and any special qualifications that should be considered for the position. The Chancellor shall finalize the position description.

The Chancellor shall, in consultation with the Board Chair and Search Committee chair(s), determine when a search warrants the services of an executive search firm, and shall develop any necessary contractual agreement that specifies the particular role and reporting lines for such services, all on a case-by-case basis.

For each search, the committee(s) and executive search firm (if one is contracted) will advertise the position widely to reach a diverse audience of candidates, making all reasonable efforts to attract a pool of well-qualified candidates. The committee(s), advised and aided by an executive search firm to the extent that such services have been contracted, will receive nominations and applications and undertake an initial evaluation of applicants.

Insofar as is compatible with state law, all parties to the search, screen, and selection process shall maintain strict confidentiality as to the identity of applicants and any considerations of their credentials, while making efforts to keep the institution community and the public appropriately informed as to the general progress of the search (BoR Minutes, September, 2006; March, 2008).

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2.2.2 Research Universities

A presidential search is initiated by the Chancellor, with the agreement of the Board. For research universities, the Presidential Search Committee shall consist of Regent and non-Regent members. The Chair shall appoint seven (7) Regents as voting members to serve on the Presidential Search Committee, one of whom shall be the Board Chair and one of whom shall be the Regent residing in closest proximity to the institution. The Board Chair shall appoint a Chair of the Presidential Search Committee from among the Regents appointed to the Presidential Search Committee. Any vacancies of Regents occurring after the formation of the Presidential Search Committee may be filled by the Board Chair.

The Board Chair, in consultation with the Chancellor and the Committee Chair, shall select the non-Regent members of the Presidential Search Committee. The non-Regent voting membership of such committee shall consist of six faculty representatives from the institution, one representative of the administration and staff, one student, one representative of the institution's foundation, one representative of the institution's alumni association, and three representatives of the state-at-large, in addition to seven Regents, as provided above. For each committee position which the Board Chair requests its advice, the respective institution, foundation, or alumni association shall provide two nominations. Any vacancies of non-Regents occurring after the formation of the Presidential Search Committee may be filled by the Board Chair.

The Presidential Search Committee shall identify to the Chancellor and the Board Chair from three to five unranked candidates to be presented to the full Board of Regents for consideration. The Board of Regents may request a further search for applicants, or further consideration by the Presidential Search Committee of any applicant in addition to the candidates recommended. The Board of Regents may interview candidates and shall select the president. At the discretion of the Chancellor and the Board Chair, site visit(s) also may be undertaken prior to final selection.

2.2.3 Regional Universities, State Universities, and Colleges

A presidential search is initiated by the Chancellor, with the agreement of the Board. For regional universities, state universities, and colleges, a Special Regents' Search Committee shall be appointed by the Chair of the Board and will consist of three (3) Regents as voting members, selected as follows. The Board Chair shall, at the beginning of his/her term as Chair, identify six (6) Special Regents' Search Committees, each of which shall be chaired by one of the six most senior members of the Board of Regents. The next six most senior Regents shall be assigned to the six Special Regents' Search Committees in reverse descending order of seniority so that the most senior Regent is paired with the least senior Regent of the next six. The remaining Regents shall be assigned to one of the six Special Regents' Search Committees at the discretion of the Board Chair.

In the event of a vacancy in the presidency of a regional or state university or a college, the Board Chair shall assign one of the six Special Regents' Search Committees as the Committee with respect to that vacancy. In making such assignments, the Board Chair shall alternate the six Committees in turn so that each Committee has a relatively equal workload. The Chair of the Board and the Regent residing in closest proximity to the institution shall also serve as voting members. The Chancellor shall serve as an ex officio, nonvoting member. Seniority shall be determined by date of appointment. In the case of Regents appointed on the same date, seniority shall be determined by alphabetical order. Any vacancies occurring after the formation of the Special Regents Search Committee may be filled by the Board Chair.

The institution Presidential Search and Screen Committee shall be appointed by the Chancellor in consultation with the Board Chair. The voting membership of the campus Presidential Search and Screen Committee shall consist of three (3) faculty representatives from the institution, at least one (1) representative of the

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administrative staff, at least one (1) student, and at least two (2) representatives of the surrounding community (and region, as appropriate), including the institution's foundation and its alumni association and comprising up to one-third of the total voting membership of the committee. For each committee position from which the Chancellor requests its advice, the respective institution, foundation, or alumni association shall provide two (2) nominations. The Chancellor will appoint the committee's chair from among the committee's voting members. Any vacancies occurring after the formation of the institution Presidential Search and Screen Committee may be filled by the Chancellor.

The institution Presidential Search and Screen Committee shall keep the Chancellor and the Special Regents Search Committee informed as to the progress of its deliberations, and shall apprise the Special Regents Search Committee of the names of candidates removed from and retained for consideration during each phase of the screening and selection process. The institution Presidential Search and Screen Committee shall identify to the Chancellor and the Chair of the Special Regents' Search Committee from three (3) to five (5) unranked candidates to be presented to the Special Regents' Search Committee.

The Special Regents' Search Committee may request a further search for applicants, or further consideration by the institution Presidential Search and Screen Committee of any applicant in addition to the candidates recommended. The Special Regents' Search Committee and the Chancellor shall jointly make a recommendation to the full Board of Regents, which shall select the president. At the discretion of the Chancellor and the Chair of the Special Regents' Search Committee, site visit(s) also may be undertaken prior to the final selection.

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5. Policy 2.4.4 Educational Leave and Continued Employment

Any person vacating a USG presidency that he/she has held for not less than five (5) years may, at the discretion of the Chancellor, be:

1. Granted twelve (12) months educational leave with pay. Such educational leave may be extended by the Chancellor for an additional twelve (12) months. In no event shall the duration of such educational leave exceed twenty-four (24) months. Any paid educational leave granted under this policy shall terminate immediately upon acceptance by the leave recipient of full-time employment during the period of leave.
2. Employed in a professional or administrative position within the USG. Employment beyond the second year, if any, shall be under such terms and conditions as determined by the Chancellor or the employing institution.
3. Awarded an academic appointment at the rank of professor at a USG institution. Such appointment may, consistent with accreditation requirements and the needs of the institution, include an award of tenure by the Chancellor. Compensation and other terms of employment beyond the second year of appointment shall be as determined by the institution.

Except as otherwise provided in this section, the terms and conditions of such employment in items 2 and 3 above shall be as provided in Section 8.0 of this Policy Manual.

The compensation during any period of leave, employment, or appointment granted under this policy shall be as determined by the Chancellor. In making such determination, the Chancellor shall take into consideration the base salary and other compensation of the outgoing president prior to his/her vacating the presidency.

Nothing in this section shall prohibit any cooperative organization of the USG from supplementing the compensation of a former president during any period of leave, employment, or appointment granted under this section **subject to approval of said compensation by the Chancellor.**

Nothing contained in this section shall govern any terms or conditions of educational leave or employment beyond two (2) years from the date a person leaves the presidency of a USG institution (BoR Minutes, 1991-92, pp. 33-34).

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6. Policy 2.5.3 Personnel Policies

The president shall be responsible for the initial appointment of faculty members and administrative employees of each institution, the salary and all promotions of each, and be authorized to make all reappointments of faculty members and administrative employees, except as otherwise specified in this Policy Manual. The president has the right and authority to grant leaves of absence for up to one (1) year for members of the faculty for study at other institutions or for such reasons as the president may deem proper.

He/she shall make **such reports as required from time to time** ~~an annual report~~ to the Board, through the Chancellor or his/her designee, of the condition of the institution under his/her leadership (BoR Minutes, February, 2007; **October 2013**).

The president of each institution, or his/her designee, is authorized to accept on behalf of the Board the resignation of any employee of his/her institution (BoR Minutes, 1977-78, p. 123; 1982-83, p. 225).

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7. Policy 2.5.4 Agreements

The president of each institution, or the president's designee, shall have the authority to execute, accept, or deliver, on behalf of the Board, the following types of research agreements, settlement agreements, service agreements, and reciprocal emergency law enforcement agreements affecting his/her institution:

1. Research or service agreements whereby the institution concerned, for monetary compensation or other good and valuable consideration, agrees to perform certain institution-oriented research or other personal services within a time period of one (1) year or less.
2. Agreements between USG institutions and hospitals or other organized medical facilities, both public and private, ~~located within the State of Georgia~~, whereby the hospital or medical facility concerned agrees to provide clinical services to nursing and other students enrolled in nursing and allied health programs at the institution concerned. Said agreements ~~shall be effective for one year with the option of annual renewal as specified therein and~~ shall be subject to cancellation by either party.
3. Reciprocal emergency law enforcement agreements between USG institutions and county and municipal authorities, as authorized by the Georgia Mutual Aid Act, as amended (BoR Minutes, 1993-94, pp. 63-64).
4. Settlements of grievances and complaints, including those filed by state and federal agencies, that do not include a monetary commitment of more than \$100,000. Notice of settlements shall be filed with the University System Office of Legal Affairs (BoR Minutes, May 2006; April, 2007).
5. Any agreements necessary for the day-to-day operation of the institution (BoR Minutes, April, 2007).

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8. Policy 2.8 Compensation of Presidents

The salaries, **taxable income** and associated fringe benefits for USG presidents and the Chancellor, as approved annually by the Board of Regents, shall be paid exclusively from state appropriations allocated to each institution. State appropriations shall be used to pay salary, housing allowance, subsistence allowance, **auto allowance, relocation expenses** and, where applicable, salary supplement, supplemental fringe benefits, deferred compensation, and any other items as approved by the Board. State appropriations will also pay for fringe benefits for presidents that are available to all USG employees. **Individuals receiving an auto allowance under a non-accountable plan for taxation purposes are not eligible for mileage reimbursements associated with travel within the home county where the institution is headquartered and are otherwise subject to the provision of the USG's travel regulations as outlined in the Business Procedures Manual.**

The annual merit salary increase paid from state funds shall be based upon the approved salary, exclusive of any allowance, supplement, or deferred compensation (BoR Minutes, August 2004).

Non-state funds may pay for expenses and allowances such as civic memberships, business-related entertainment, **and other expenses associated with the operations of the office of the president but not resulting in taxable income to the president.** ~~**automobile, auto allowance, maintenance and insurance for automobiles, and relocation expenses.**~~

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9. Policy 7.2.2 Auxiliary Enterprises Revenues and Expenditures

Auxiliary enterprises revenues and expenditures shall be defined as all revenues received and expenditures made for functions and activities that are related to the mission of USG institutions including, but not limited to:

1. Housing;
2. Food Services;
3. Student Health Services;
4. Student Activities;
5. Intercollegiate Athletics (excluding intercollegiate athletics which are operated under the authority of a separately incorporated athletic association);
6. Parking;
7. Transportation;
8. Stores and Shops; and
9. Vending and Other Services.

Refer to Section 15.0, Auxiliary Enterprise Funds, of the Business Procedures Manual for more information on auxiliary enterprise funds.

Auxiliary enterprise operations shall operate on a self-supported basis with revenues derived from student fees and other non-state sources, except as provided below. Each auxiliary enterprise operation shall be charged for its share of plant operations and maintenance expense as a direct expense, and/or charged on the basis of an allocation methodology, such as share of total institutional square footage. USG institutions may choose also to charge administrative overhead to recoup general costs expended on behalf of each operation. **USG institutions shall, notwithstanding the above, allocate at least all direct expenses to the respective auxiliary.**

Each institution shall develop and update annually a five-year plan for each auxiliary enterprise operation that defines the level and manner of service to be provided, planned expenditures and sources of revenue, including projected fee requirements. The format and content of each plan shall be determined by the USG chief fiscal officer, but must minimally **shall** contain the following:

1. A statement regarding the role of the enterprise in the context of the institution's academic mission.
2. A statement of goals and objectives to be achieved over the course of the five-year plan.
3. A statement on operating strategy, including services to be provided and sources of revenue, including student fees.
4. A financial pro forma that projects future revenues and expenditures consistent with stated goals and objectives. The method used to allocate plant operations costs and other indirect costs, if charged, also shall be described in the five-year plan.
5. The plan shall provide for an adequate reserve to cover anticipated renewals and replacements and other contingencies, as necessary (BoR Minutes, January 2010).

Exceptions to the requirement that institutions operate their auxiliary enterprises on a self-supporting basis shall be recognized as follows:

1. Institutions may choose to operate some auxiliary enterprise activities on a loss basis, but must indicate in their five-year plans how the costs of such activities will be covered by revenues generated through other auxiliary operations **and must also provide an alternative plan reflecting the elimination or privatization of the auxiliary. It shall be the** The Board of Regents may, upon recommendation of the Chancellor, **direct the institution to eliminate or privatize the auxiliary**

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~~determination as to whether such losses are sustainable based on the institution's five-year plan.~~

2. Institutions may apply general fund resources to auxiliary enterprise operations where such expenditures can be justified as supporting the primary mission of the institution; however, use of general fund resources for auxiliary enterprise operations is strongly discouraged and must be approved in advance by the Chancellor under procedures established by the USG chief fiscal officer. In no instance may general fund revenues be used to support athletic scholarships. The use and amount of general revenues applied to the support of auxiliary enterprise operations shall be included in the five-year plan.

Accounting records for auxiliary enterprises will be maintained on the full accrual basis. Therefore, funded depreciation will be required for all auxiliary enterprise service equipment, buildings, infrastructure and facilities, and other improvements. The reserve for depreciation will be used for repair and replacement of auxiliary assets according to guidelines provided in Section 7.0, Capitalization, of the Business Procedures Manual. The funds collected will be left with the institutions (BoR Minutes, February, 2007).

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10. Policy 7.3.4.1 Out-of-State Tuition Waivers*

An institution may award out-of-state tuition differential waivers and assess in-state tuition for certain non-Georgia residents under the conditions listed below. Notwithstanding any provision in this policy, no person who is unlawfully present in the United States shall be eligible for any waiver of the tuition differential (BoR Minutes, June 2010).

Note: For the definition of residency status, see Section 4.3 of this Policy Manual.

Academic Common Market

Students selected to participate in programs offered through the Academic Common Market.

International and Superior Out-of-State Students

International students and superior out-of-state students selected by the institution president or an authorized representative, provided that the number of such waivers in effect does not exceed four percent (4%) for the University of Georgia, Georgia Institute of Technology, Georgia State University, Georgia Regents University, and two percent (2%) for all other institutions of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived. **The proportionate percentage of out-of-state tuition waived shall be used when determining the number of waivers in effect such that a full waiver of out-of-state tuition counts as one waiver, while a 50% waiver of out-of-state tuition counts as a .5 waiver** (BoR Minutes, April 2012, October 2013).

Military Personnel

Military personnel, their spouses, and their dependent children stationed in or assigned to Georgia and on active duty. ~~The waiver can be retained by the military~~ **Military** personnel, their spouses, and their dependent children **may continue waiver eligibility** if:

1. The military sponsor is reassigned outside of Georgia, and the student(s) remain(s) continuously enrolled and the military sponsor remains on active military status;
2. The military sponsor is reassigned out-of-state and the spouse and dependent children remain in Georgia and the sponsor remains on active military duty; or,
3. The active military personnel and their spouse and dependent children are stationed in a state contiguous to the Georgia border and live in Georgia. (BoR Minutes, February 2009)

Recently Separated Military Service Personnel

Members of a uniformed military service of the United States who, within twelve (12) months of separation from such service, enroll in an academic program and demonstrate an intent to become domiciled in Georgia. This waiver may also be granted to their spouses and dependent children. ~~This waiver may be granted for not more than one (1) year~~ (BoR Minutes, June 2004, amended October 2008).

**The remainder of this policy is unaltered*

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11. Policy 7.4.1 Naming of Places, Colleges or Schools*

The Board of Regents considers the naming of a place or an academic unit in honor of a living or deceased individual, corporation, foundation, or organization to be one of the highest and most distinct honors that it can bestow. Naming a place or an academic unit requires prior authorization by the Board of Regents and shall be in accord with Board of Regents procedures and guidelines.

The naming policy shall apply to the naming of all Board of Regents real estate and facilities, as defined in Section 9.1 of this Policy Manual. This includes all property owned or leased by the USG, including facilities constructed, donated, or acquired by affiliated organizations of the institutions. (Refer to Section 17.0, Affiliated Organizations, of the Business Procedures Manual, for more information on affiliated organizations.)

The president of an institution is authorized to name, without prior approval of the Board of Regents, interior spaces and academic units, such as departments. The president is also authorized to remove such names. The term “interior space” includes rooms, hallways, floors, and features, as well as, other enclosed or conditioned space(s) within buildings. Institutions shall provide a report on interior namings and naming removals as information only to the USG chief external affairs officer at the end of each calendar year.

The naming policy shall also apply to the naming of colleges and schools of all USG institutions.

Board authorized namings shall not be modified. The namings of facilities and grounds of an institution will endure only for the useful life of the facility or feature and not in perpetuity. If a facility or area is substantially changed, a named building or area may no longer exist. In that event, the president of an institution may determine if maintaining the name for transfer to a new facility or area is appropriate and seek Board approval as appropriate.

Situations may occur that would warrant the removal of a name. Where naming authority lies with the Board of Regents, so does the authority and responsibility to remove a name.

Namings may be authorized for outstanding and distinguished service, for philanthropic giving, or both. The Board will authorize namings to honor a living person only when that person has been disassociated from employment by the USG or from local, state, or federal government employment for at least two (2) years prior to seeking Board approval. In the event that the individual being honored is no longer living, the two (2) year waiting period may be waived.

All proposed namings shall be submitted to the USG chief administrative officer who shall distribute the proposal for integrated review and in conjunction with the chancellor submit the request to the Board of Regents for action.

Naming a place or an academic unit is a significant fund raising opportunity. Presidents of institutions should maximize the potential of fund raising in association with any naming. Namings authorized without associated fund raising should be the exception.

In order for a place or an academic unit to be named based upon a contribution, the gift will comply with the following guidelines:

1. The gift must be in irrevocable form to be paid within a five-year period and based upon a signed pledge commitment.

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2. Where possible, namings should be associated with endowment gifts; if a gift is to construct a facility, presidents are encouraged to seek at least a portion of the gift for endowment to support the facility or academic programs associated with the facility.
3. Generally, deferred gifts such as life insurance and bequests are not to be used for current naming opportunities. Institutions should discuss with the interested donor(s) about the possible naming opportunities that may be available when the gift is actually received. No request for a naming should be made to the Board based on a deferred gift.
4. In cases where a gift is paid over a period of time, presidents should make the formal naming request to the Board only when at least half of the total gift has been received by the institution.

USG institutions vary and “outstanding service” and “philanthropic giving” is intended, to a certain extent, to be a flexible standard. Each naming situation must be judged on its merits after taking into account the facts that are relevant to the person or entity being honored and the institution involved. The president of each institution should ensure that the proposed naming is consistent with the interest of the institution and the USG.

Institution Policy:

Institutions shall also maintain their own naming policy. The policy should establish minimums for financial commitments corresponding to such naming opportunities. In setting minimums, institutions should benchmark against institutions similar in size, scope and mission. Institutions shall provide copies of their naming policy to the USG chief administrative officer for approval.

**This supersedes prior Policy 9.1.7 Place Naming, which follows below, unmarked for ease of reading*

The Board of Regents considers the naming of a place in the USG in honor of a living or deceased individual, corporation, foundation, or organization to be one of the highest and most distinct honors that it can bestow. Place naming shall require authorization by the Board of Regents and shall be in accord with Board of Regents procedures and guidelines.

The place naming policy shall apply to the naming of all Board of Regents real estate and facilities, as defined in Section 9.1 of this Policy Manual. This includes all property owned or leased by the USG, including facilities constructed, donated, or acquired by affiliated organizations of the institutions. Refer to Section 17.0, Affiliated Organizations, of the Business Procedures Manual, for more information on affiliated organizations.

Board authorized place namings are not to be modified or appended. The place namings of facilities and grounds of an institution will endure only for the useful life of the facility or feature and not in perpetuity. If a facility or area is demolished, destroyed, developed or substantially changed, a named building or area may no longer exist. In that event, the president of an institution may determine if maintaining the name for transfer to a new facility or area is appropriate. The president ultimately determines the validity of maintaining a name for transfer at the institution level and shall seek Board approval as appropriate.

Situations may occur that would warrant the removal of a name from a place in the USG. Circumstances may dictate that the parameters under which a name was bestowed have changed to the extent that consideration must be given to removing the name. As place naming authority lies with the Board of Regents, so does the authority and responsibility to remove a name.

The president of an institution is authorized to act, without prior approval of the Board of Regents, in the authorization of interior space namings, and interior space naming removals, on behalf of the Board of Regents,

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with authority to act for the Board in the authorization of interior space names, and removal of names, that are in accordance with the Board of Regents place naming procedures and guidelines. The term “interior space” includes rooms, hallways, floors, and features as well as other enclosed or conditioned space(s) within buildings. Institutions shall provide a report on namings and naming removals for interior space, as information only, to the USG chief facilities officer at the end of each calendar year in accordance with Board procedures and guidelines.

USG place naming is a significant fund raising opportunity. The raising of funds related to place naming is encouraged as an important resource for institutional advancement. Presidents of institutions should maximize potential of fund raising in association with place naming.

When naming is to honor a living person for outstanding and distinguished service as a public servant, and not in recognition of a gift, that person must have been disassociated from employment by or service to the USG or from local, state, or federal government employment for at least two (2) years prior to the naming. In the event that the individual being honored is no longer living, the two (2) year waiting period may be waived.

USG institutions vary and “outstanding service” and “philanthropic giving” is intended, to a certain extent, to be a flexible standard. Each naming situation must be judged on its merits after taking into account the facts that are relevant to the person or entity being honored and the institution involved. The president of each institution should ensure that the proposed naming is consistent with the interest of the institution and the USG and that the value of service warrants the actions proposed.

All proposed namings will be submitted to the USG chief facilities officer who shall then submit the recommendations to the Board of Regents for approval in accordance with the Board’s place naming procedures and guidelines. Institution presidents are responsible for coordinating announcements, events, or any other actions or activities associated with place namings in a manner that reflects the Board’s place naming authority.

Institutions shall maintain current guidelines for place naming opportunities covered by Board policy, including appropriate financial commitments corresponding to such naming opportunities. Updates of institution place naming guidelines will be submitted to the USG chief facilities officer to ensure compliance with Board policy. The USG chief facilities officer shall maintain records on place namings and report periodically to the Board on the history of place (facilities and interior space) namings, including the status of fund raising in association with such namings (BoR Minutes, August, 2007).

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12. Policy 7.7.2 Employee Purchasing

Absent a specific and approved exemption **in state law or as approved by the Chancellor**, USG employees shall not purchase goods or services for personal use through channels used in the purchase of goods and services for USG operation (BoR Minutes, 1955-56, pp. 254-55).

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13. Policy 7.11.1 Sales of Institutional Products

A USG institution shall not enter into competition with private industry. Nothing in this Policy shall be interpreted to mean that USG institutions are prohibited from providing those goods and services connected with the institution's mission or those goods and services customarily provided by institutions of higher education.

~~An institution shall not be prohibited from selling milk, food, and other supplies to its dining halls and cafeterias or to the dining halls and cafeterias of other USG institutions, or to fraternity or sorority dining halls in which students of the institution only are regularly served meals.~~

USG institutions are not prohibited from making sales on the wholesale market. However, in no event are such sales to be made to the general public (BoR Minutes, 1947-48, p. 20; 1951-52, pp. 254-55).

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14. Policy 8.2.3 Employment of Relatives

For the purpose of this policy, relatives are defined as husbands and wives, parents and children, brothers, sisters, and any in-laws of any of the foregoing (BoR Minutes, February 14, 1973, p. 312). The basic criteria for the appointment and promotion of USG employees shall be appropriate qualifications and performance as set forth in the policies of the Board of Regents. Relationship by a family or marriage shall constitute neither an advantage nor a disadvantage.

~~No individual shall be employed in a department or unit that will result in the existence of a subordinate-superior relationship between such individual and any relative of such individual through any line of authority. As used herein, "line of authority" shall mean authority extending vertically through one or more organizational levels of supervision or management (BoR Minutes, 1989-90, p. 250).~~

No USG employee shall participate in any way in decisions about a personnel matter which may directly affect the selection, appointment, evaluation, retention, tenure, compensation, promotion, termination, work responsibilities, or other terms or conditions of employment of a relative, as defined above. If a USG institution wishes to employ an individual in a position or department that would otherwise violate the prohibition stated above, the institution may do so if an alternative reporting relationship can be implemented that would preclude either relative from directly influencing the performance evaluation or compensation of the other relative. Any such alternative arrangement must be approved by the Chancellor.

~~This standard does not apply to the temporary or part-time employment of children under age 25, nor to any individual employed as of February 14, 1990, at any institution where a relative of such individual then holds a superior position at least one level of supervision removed from such individual in any line of authority. Exceptions may be approved by the Board of Regents upon recommendation of the Chancellor as being clearly in the best interest of the institution and the USG.~~

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15. Policy 8.2.23 Amorous Relationships*

A USG faculty or staff member, including a graduate teaching assistant, is prohibited from having an amorous relationship with any student who the faculty or staff member supervises, teaches, or evaluates in any way. Consistent with Policy 8.2.3, a USG employee is prohibited from having an amorous relationship with any other employee if either employee supervises, evaluates, or in any other way directly affects the terms or conditions of the other's employment. Any individual who violates this policy is subject to disciplinary action commensurate with the offense, up to and including termination.

**This is a new Board of Regents policy.*

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16. Policy 8.3.2.2 Establishment of Named ~~Faculty~~ Positions*

Support of ~~Academic~~ Positions from Gifts and Endowments

No endowed chair, professorship, ~~or~~ fellowship, **or administrative position** will be established or announced without prior approval of the Board of Regents, and no initial appointment will be made to a chair, professorship, ~~or~~ fellowship, **or administrative position** without prior approval by the Board. Recommendations to the Board concerning specially designated ~~academic~~ positions will be made through the Chancellor to the Board. Before the final action of the Board, such recommendations will be referred to the Finance and Business Operations Committee and the Academic Affairs Committee (BoR Minutes, August 2007).

**The remainder of this policy is unaltered*

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17. Policy 8.3.7.2 Tenure Requirements

Tenure resides at the institutional level. Institutional responsibility for employment of a tenured individual is to the extent of continued employment on a 100 percent workload basis for two (2) out of every three (3) consecutive academic terms until retirement, dismissal for cause, or release because of financial exigency, or program modification as determined by the Board.

Only assistant professors, associate professors, and professors are eligible for tenure. Normally, only faculty who are employed full-time (as defined by Regents' policies) by an institution are eligible for tenure. However, faculty members holding these professorial ranks who are employed by or on the staff of ~~Georgia Regents University~~ a USG institution on less than a full-time basis, and who are assigned by the USG institution to or hold an appointment at a non-USG corporate or governmental entity ~~the Veterans Administration Medical Center Augusta~~, shall, subject to the approval of the Chancellor, be eligible for promotion and/or the award of tenure by the institution president (BoR Minutes, August 2007). ~~Refer to Section 8.3.7.9 of this Policy Manual for more information on tenure for Georgia Regents University.~~

The term "full-time" is used in these tenure regulations to denote service on a 100 percent workload basis for at least two (2) out of three (3) consecutive academic terms. Faculty with non-tenure track appointments shall not acquire tenure. The award of tenure is limited to the above academic ranks and shall not be construed to include honorific appointments, such as adjunct appointments (BoR Minutes, October 2008).

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18. Policy 8.3.9.1 Grounds for Removal

A tenured or non-tenured faculty member may be dismissed before the end of his/her contract term for any of the following reasons, provided that the institution has complied with procedural due process requirements:

1. Conviction or admission of guilt of a felony or of a crime involving moral turpitude during the period of employment—or prior thereto if the conviction or admission of guilt was willfully concealed.
2. Professional incompetency, neglect of duty, or default of academic integrity in teaching, in research, or in scholarship.
3. Unlawful manufacture, distribution, sale, use or possession of marijuana, a controlled substance, or other illegal or dangerous drugs as defined by Georgia laws; teaching or working under the influence of alcohol which interferes with the faculty member's performance of duty or his/her responsibilities to the institution or to his/her profession (BoR minutes 1989-90, pp.384-385).
4. Conviction or admission of guilt in a court proceeding of any criminal drug offense (BoR Minutes, 1989-90, pp. 384- 385).
5. Physical or mental incompetency as determined by law or by a medical board of three (3) or more licensed physicians and reviewed by a committee of the faculty.
6. False swearing with respect to official documents filed with the institution.
7. Disruption of any teaching, research, administrative, disciplinary, public service or other authorized activity.
8. Violation of, among other policies, Board Policy 8.2.1 (non-discrimination), Board Policy 8.2.16 (sexual harassment), or Board Policy 8.2.23 (amorous relationships).
89. Such other grounds for dismissal as may be specified in the Statutes of the institution.

Each institution, as a part of its statutes, may supplement Regents' policies governing causes for dismissal and procedures for dismissal. Each institution should provide for standards governing faculty conduct, including sanctions short of dismissal, and procedures for the implementation of such sanctions. In the imposition of sanctions, the burden of proof lies with the institution (BoR Minutes, 1951-52, pp. 315-319, pp. 159-60; 1966-67, p. 206; 1969-70, pp. 21-22; 1974-75, pp. 304-313; 1982-83, p. 254).

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19. Policy 9.10.5 Presidents' Homes

The policy of the Board regarding presidents' homes shall be as follows:

1. Presidents of research universities will be required to live, without charge, in university housing unless an exception is granted by the Chancellor. **There shall be no presidential housing at other institutions. Existing presidential housing at other institutions will be phased out as rapidly as possible, and no additional presidents' houses shall be purchased or constructed for those institutions. Presidents who are currently furnished housing shall continue to occupy that housing during their tenure as president (BoR Minutes, 1984-85, p. 114; BoR Minutes, 1985-86, p. 53-54).**
2. The institutions shall be responsible for the **repair, upkeep, and routine cleaning** ~~repair and upkeep~~ of the buildings and grounds of the homes furnished for presidents.
3. The institutions shall be responsible for furnishing **electricity, gas, water/sewer, disposal, telephone, and internet services** ~~utilities, including local telephone service.~~
4. No food, food service, or other **personal** services shall be provided for the presidents and their families (BoR Minutes, 1967-68, pp. 416, 645).
5. Any proposed project for improvement of **the buildings and grounds of** a president's home, other than routine and necessary maintenance, shall be submitted for review **to the Vice Chancellor for Facilities, who will provide a recommendation to** ~~and approval by~~ the Chancellor and the Board of Regents as part of the regularly scheduled business of the Committee on Real Estate and Facilities. **Improvement shall mean any change to the buildings or grounds such that it achieves greater future benefit, rather than maintains the buildings or grounds at its previous level of service.** Any subsequent changes in the scope of the project or budget shall be similarly submitted for review and approval (BoR Minutes, 1990-91, p. 385).

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20. Policy 9.12.7 Campus Security and Police*

The Board of Regents recognizes it is essential to maintain the safety and security of the campus environment. Each USG institution has the responsibility to employ security and police policies, standards, and practices to minimize the risk of disruption to the campus community.

Each institution shall establish and maintain a department responsible for providing security and police services and shall designate an individual to serve as the director of public safety or chief of police. The director or chief of police will be assigned the management responsibility and authority for conducting and coordinating security and police services. The director of public safety or chief of police shall consult with the USG chief of police on major organizational policies and procedures.

The USG chief of police shall serve as a liaison to the Board of Regents on security and police service matters. The USG chief shall maintain guidelines that all USG institutions should consider in the development and implementation of security and police services.

Each director or chief of police at an institution shall be certified in accordance with the Georgia Peace Officer Standards and Training Council (POST) rules and regulations. Prior to employment, candidates for director or chief of police positions must meet the requirements for entry into the state mandated police academy and eligibility to obtain POST certification within 12 months of employment. Any changes in the individual's name, title, certification status and contact information will be provided to the USG chief of police.

Each director or chief of police at an institution shall have a direct reporting relationship to a vice president or above of that institution. The president of each institution will determine the reporting relationship.

The vice president or president of each institution shall consult with the USG chief on significant personnel actions involving the director of public safety or chief of police to include appointment, qualifications for the position, and termination.

Each institution shall notify the USG chief of police, or designee, upon receipt of any reports of significant crimes or threats reported to or known by the institution, and of any potential or actual events that may disrupt the operations of the campus community.

**This is a new Board of Regents policy.*