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Presidents  
University System of Georgia  
sent via email

Dear Presidents:

The Board of Regents (BOR) of the University System of Georgia (USG) met on January 11, 2018 in Atlanta, Georgia. During this meeting, many policies were revised as part of the ongoing policy review initiative that is being led by Legal Affairs and Organizational Effectiveness, with wide participation from professionals at our USG institutions. The purpose of the review process and the revisions made are to increase efficiency, to ensure consistency, and to simplify the BOR Policy Manual.

These policy revisions will continue through the May 2018 Board Meeting and anticipate edits to a significant number of Board policies. As such, we recommend that you hold off on updating your campus policies until the completion of the Board policy review initiative in May. Please feel free to reach out to the University System Office of Legal Affairs or Office of Organizational Effectiveness with any questions about the policy review process.

The following is a list of the policies that were revised at the January Board meeting:

Officers of the Board of Regents

- 3/4 Board Policy 1.2.5 Institutional Responsibilities

Academic Affairs

- 3/4 Board Policy 3.2.1.2 Administrative Officers
- 3/4 Board Policy 3.2.1.3 Other Faculty Members
- 3/4 Board Policy 3.2.2 Election of Faculties
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- 3/4 Board Policy 3.8.5 Diplomas Earned at Institutions Under a Previous Name

Research

- 3/4 Board Policy 6.1 General Policy (Moved to 3.7)
- 3/4 Board Policy 6.2 Research Institutions (Moved to 3.7)

Campus Affairs

- 3/4





**Exhibit**  
**BOARD OF REGENTS POLICY MANUAL**  
Revised Policies  
Meeting of January 11, 2018

1. **Revision to Board Policy 1.2.5**

A. **Background:**

revision to Section 1.2.5 is to simplify and remove redundant Policy language and to increase the efficiency of the Policy Manual. Section 1.2.5 was removed in its entirety as the language was redundant of language in other sections of the BOR Policy Manual to include Section 2 Institutional Governance.

B. **Effective Date:**

The effective date of this revision is January 11, 2018.

C. **Revisions to Board Policy Section 1.2.5 Shown with Markup:**

**1.2.5 Institutional Responsibilities**

~~Each institution is authorized to develop procedures for approval of the following matters without the necessity of formal Board action (BoR Minutes, February 2007; April 2007):~~

- ~~1. Adjunct (courtesy) appointments;~~
- ~~2. Graduate teaching assistant appointments;~~
- ~~3. Appointment of part time faculty members, other than those faculty members who have previously retired from the USG;~~
- ~~4. Reappointments of temporary faculty, part time faculty, and aliens; and,~~
- ~~5. Changes of designation for approved degree programs and approved administrative units.~~

~~The institution president, without the necessity of approval by the Chancellor or the Board, shall make decisions regarding appointments, promotions, salaries, transfers, suspensions, and dismissals for members of instructional, research and extension staffs, and all other employees of his/her institution (BoR Minutes, February 2007; April 2007).~~

~~Any council, faculty, or committee shall have the right of appeal from a veto of the Chancellor to the Board and to be represented before the Board by any member or members chosen from said council, faculty, or committee.~~

~~-(Last Modified on January 21, 2011)~~

2. **Revision to Board Policy 3.2.1.2 Administrative Officers**

**A. Background:**

include substantive changes to practice at institutions. The phrase removed that references approval by the Board of administrative officers appointed by the president did not reflect current practice and was not consistent with the responsibilities of the Board and president as outlined elsewhere in The Policy Manual.

**B. Effective Date:**

The effective date of this revision is January 11, 2018.

**C. Revisions to Board Policy Section 3.2.1.2 Shown with Markup:**

**3.2.1.2 Administrative Officers**

Faculty status of full-time administrative officers will necessarily vary with the size and complexity of the institution. *Administrative officers shall be appointed by the President of the institution and shall hold office at the pleasure of the President.*

A faculty member who has academic rank and rights of tenure in the Corps of Instruction and who accepts an appointment to an administrative office, ~~{other than pPresident,}~~ shall retain *the responsibilities and privileges of faculty membership,* his ~~or~~ her academic rank, and rights of tenure as an ex officio member of the Corps of Instruction, but shall have no rights of tenure in the administrative office to which he ~~or~~ she has been appointed.

The additional salary, if any, for the administrative position shall be stated in the employment contract and shall not be paid to the faculty member when he ~~or~~ she ceases to hold the

### **Research and Regional Comprehensive Universities**

In addition to the Corps of Instruction, the faculty will include the pPresident, administrative and academic deans, registrar, librarian, and chief fiscal officer of the institution, and such other full-time administrative officers as the statutes of the institution may designate as having ex officio faculty status.

~~Each institution is required to file with the office of the Board of Regents a list of administrative officers that have faculty status (by office, not by name of individual).~~

### **State Universities, and State Colleges, and Two-Year Colleges**

In addition to the Corps of Instruction, the faculty will consist of the p

**B. Effective Date:**

The effective date of this revision is January 11, 2018.

**C. Revisions to Board Policy Section 3.2.6 Shown with Markup:**

**~~3.2.2 Election of Faculties~~**

~~The Board shall elect all faculty members prior to their initial appointments upon the recommendations of the Chancellor and the president of the appropriate institution. The Chancellor is authorized to approve the appointment of part time faculty members, other than those faculty members who have previously retired from the USG (BoR Minutes 1984-85, p. 76).~~

**3.2.62 Teaching and Service to Students Awards Program for Excellence in Teaching and Student Success**

USG institutions shall implement a Regen \_\_\_\_\_ program to recognize and **The Board of Regents rewards faculty excellence in teaching and student success through a system-wide awards program.** and service to students. This program will involve system-wide awards to recognize both individual faculty and staff and departments for strong commitment to teaching and service to students. Each institution will be invited to nominate one (1) teaching faculty or staff member and one (1) academic department or program each year for these awards. One (1) faculty/staff award and one (1) department/program award will be given for each sector.

**Each institution is invited to annually nominate one teaching faculty member for each of the following awards: Felton Jenkins, Jr., Hall**

**Teaching. Additionally, each institution is invited to annually nominate one faculty or staff member for Excellence in Student Success Award and one academic department**

**Success Award.** The USG e**Chief Academic Officer** shall publish specific procedures, nomination guidelines, and award criteria.

**Teaching and Service to Students Awards for Excellence in Teaching and Student Success,** institutions shall develop and implement systematic programs to recognize and reward faculty and staff for excellence in teaching and service to students; and professional staff for outstanding job performance and innovation on the job.

6.

**ills Requirement**

**A. Background:**

include substantive changes to practice at institutions.

were discontinued and are no longer available for administration. Southern Association of Colleges and Schools continues to require institutions demonstrate that students obtaining an associate or baccalaureate degree have competence in reading and writing to maintain accreditation and the requirement is satisfied through the content included in the Core Curriculum that was redesigned in 2011.

The policy section removed were discontinued and no longer available for administration. The recommended policy removal does not affect accreditation, as the requirements referenced are satisfied as part of the content included in the Core Curriculum that was redesigned in 2011

**B. Effective Date:**

The effective date of this revision is January 11, 2018.

**C. Revisions to Board Policy Section 3.7 Shown with Markup:**

**3.7** \_\_\_\_\_

~~Each USG institution shall ensure that students obtaining an associate or baccalaureate degree from a USG institution have competence in reading and writing.~~

~~Consistent with the Southern Association of Colleges and Schools requirements for accreditation, the Board of Regents expects all institutions to assess reading and writing skills and to use those assessments for continuous improvement. All USG institutions should be prepared to demonstrate the following to the Board: a) assessment policies and procedures used to measure student reading and writing skills; b) data to show how reading and writing has been used for continuous improvement; c) data to show how students are performing in terms of reading and writing skills. (BoR minutes, April 2012).~~

**7. Revision to Board Policy 3.8.5 Diplomas Earned at Institutions under a Previous Name**

**A. Background:**

Revisions to this policy are part of the Board of Regents include substantive changes to practice at institutions. The sentences recommended for removal reflect a level of detail not needed in policy. To support this policy change, additional guidance will be added to the Academic and Student Affairs Handbook on diplomas earned at institutions under a previous name.



forth in t  
status as an alumnus or alumna of the institution, with wording similar to the following:

\_\_\_\_\_  
\_\_\_\_\_, the degree of \_\_\_\_\_ from (Name  
of Institution) \_\_\_\_\_ a predecessor of this institution, is hereby  
recognized as an [alumnus/alumna] of (Present Name of  
\_\_\_\_\_

~~This certificate will be signed by the president and appropriate dean of the institution  
concerned (BoR Minutes, 1965-66, p. 6).~~

8. **Revision to Board Policy Section 6.1 General Policy and Section 6.2 Research and relocation  
to Section 3.7**

### **3.7 Research**

The Board of Regents shall continue efforts to provide adequate funds for increased research programs of the highest quality at University System of Georgia (USG) institutions through state appropriations and other outside sources.

In addition, the Board has approved the following special research centers:

1. The Agricultural Experiment Stations of the University of Georgia.
2. The Georgia Tech Research Institute (GTRI) of the Georgia Institute of Technology in Atlanta.
3. The Marine Resources Program of the University of Georgia with three units:  
The Marine Institute on Sapelo Island;

## ~~12.1~~ **6.4 Political Interference**

The Board of Regents is unalterably opposed to political interference or domination of any kind or character in the affairs of any **University System of Georgia (USG)** institution (~~BoR Minutes, 1941-42, p. 88~~).

## ~~12.10~~ **6.5 Freedom of Expression**

The rights guaranteed by the First Amendment, including the right to free speech, free expression, free exercise of religion, and the right to assemble peaceably are of the utmost importance, and the University System of Georgia (**USG**) is committed to protecting those rights.

As public institutions of higher education, USG institutions must promote open ideas and academic freedom on their campuses. While institutions may need to enact policies to promote campus safety, to ensure the proper functioning of the academic environment and institution activities, or to further other important institution objectives, those policies should not unduly burden the free expression rights of students, faculty, and staff. Any parameters placed on the time, place, and manner of expression must not be based on the content of the expression.

To facilitate the free exchange of ideas, institutions may designate accessible, high-traffic locations on campus as public forum areas. The designation of public forum areas may not be used to prohibit individual students, faculty, or staff from engaging in communication elsewhere on campus. Reservation and use of designated public forum areas may only be required in the following limited circumstances: (1) speakers who are not enrolled at or employed by the institution; and (2) students, faculty, or staff who engage in large group demonstrations. Institutions may not consider the content or viewpoint of expression when requiring or assigning use of public forum areas.



#### **4.1.7 Student 6.7 Sexual Misconduct Policy**

System of Georgia (USG) does not discriminate on the basis of sex in any of its education programs or activities or in employment. The USG is committed to ensuring a safe learning and working environment for all members of the USG community. To that end, this Policy prohibits sexual misconduct, as defined herein.

In order to reduce incidents of sexual misconduct, USG institutions are required to provide prevention tools and to conduct ongoing awareness and prevention programming and training for the campus community. Such programs will promote positive and healthy behaviors and educate the campus community on consent, sexual assault, alcohol use, dating violence, domestic violence, stalking, bystander intervention, and reporting.

When sexual misconduct does occur, all members of the USG community are strongly encouraged to report it promptly through the procedures outlined in this Policy. The purpose of this Policy is to ensure uniformity throughout the USG in reporting and addressing sexual misconduct.

#### **Reporting Structure**

All Equal Opportunity directors and others having responsibility for coordination of Title IX reporting relationship to both the

organizational and operating reporting relationships for the Coordinators at the institution and exercise oversight of institutional issues relating to sexual misconduct. However, the System

address system-wide issues or directives. The President of each institution shall consult with the System Director on significant personnel actions involving Coordinators, to include but not be limited to, appointment, evaluation, discipline, change in reporting structure, and termination.

#### **4.1.76.7.1 Definitions and Prohibited Conduct**

**Community:** Students, faculty, and staff, as well as contractors, vendors, visitors and guests.

**Complainant:** An individual lodging a complaint. The complainant may not always be the alleged victim.

**Consent:** Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion; by ignoring or acting in spite of objections of another; or by taking advantage of the incapacitation of another where the respondent knows or reasonably should have known of such incapacitation. Minors under the age of 16 cannot legally consent under Georgia law.





## **4.1.76.7.2 Reporting Sexual Misconduct**

A complainant of sexual misconduct may, but need not, file a criminal complaint with law enforcement officials; file a misconduct report with a Responsible Employee or Coordinator; or file both. A report may be filed anonymously, although anonymous reports may make it difficult for the institution to address the complaint. Any individual who believes that he or she has been a victim of sexual misconduct is encouraged to report allegations of sexual misconduct promptly.

All reports of sexual misconduct alleged to have been committed by a student must be handled consistently with requirements set forth in Section 4.6.5, *Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings*.

All reports of sexual misconduct alleged to have been committed by a non-student member of  
-students.

### **4.1.76.7.2 (A) Institutional Reports**

Complainants of sexual misconduct who wish to file a report with the institution should notify a Responsible Employee or the Coordinator. Responsible Employees informed about sexual misconduct allegations involving any student should not attempt to resolve the situation, but must notify and report all relevant information to the Coordinator as soon as practicable. Confidential Employees are not bound by this requirement but may be required to report limited information about incidents without revealing the identities of the individuals involved to the Title IX Coordinator, consistent with their ethical and legal obligations. All members of  
of sexual misconduct promptly.

The

may choose to have Deputy Title IX Coordinators to whom reports may be made, as well. Institutions should encourage complainants to report their complaints in writing, though oral complaints should also be accepted, taken seriously, and investigated, to the extent possible. While complaints should be made as quickly as possible following an alleged incident of sexual misconduct, all reports should be accepted regardless of when reported.

The Coordinator shall refer to the System Director any allegation(s) of sexual misconduct that could, standing alone as reported, lead to the suspension or expulsion of the respondent(s). The System Director will work with the institution to determine whether any interim measure(s) are necessary and to assign an investigator who will work under the direction of the System Director or designee, if directed by System Director. If an allegation is not initially identified as one that would lead to the suspension or expulsion of the respondent(s), but facts arise during the course of the investigation that would require transfer to the System Director, the Title IX Coordinator shall transfer oversight to the System Director or designee. The System Director shall have the discretion to retain oversight or transfer oversight to the institution.

### **4.1.76.7.2 (B) Law Enforcement Reports**

Because sexual misconduct may constitute criminal activity, a complainant also has the option,





made against him or her, or the coordinator otherwise learns of a complaint of sexual



## ~~12.9~~ **6.9 Programs Serving Minors**

University System of Georgia (USG) institutions periodically conduct, sponsor, or host programs designed to serve minors who are not enrolled as students, including but not limited to camps, clinics, after school programs, and activities. Employees and volunteers associated with these programs who are reasonably anticipated to have direct contact or interaction with minor program participants must be appropriately pre-screened and trained. Institution presidents ~~are responsible for~~ shall establishing institution-level procedures to implement these requirements consistent with this policy and related directives from the USG with any

purposes.

**Additional Background Information:** In April 2013, the Board approved revisions to the Board of Regents Policy Manual Section 7.3.1.1 on Tuition Definitions. Included in those revisions was a provision permitting undergraduate students enrolled during the summer semester to be charged tuition on a per credit hour basis at the following USG institutions

University of Georgia and Georgia College and State University. Those institutions were granted this flexibility concerning summer semester undergraduate students to address the issue of affordability for summer semester undergraduate students who may only need to take one or two courses during the summer semester to complete their degree requirements or are limited to enrolling in one or two courses during the summer semester due to work and/or

hours. Distance education courses and programs as defined in [Section 7.3.1.4 of this Policy Manual](#) may be exempted from this policy and charged on a per credit hour basis.

~~-in-~~ ~~r a flat tuition based on fifteen (15)~~  
hours a semester will be charged at University of Georgia, Georgia Institute of Technology, and Georgia College and State University for all undergraduate students taking in excess of six ~~(6)~~ hours, to encourage students to graduate in four ~~(4)~~ years. Students taking six ~~(6)~~ hours or fewer will pay a flat rate that will be lower than the 15-hour rate. ~~in~~  
~~effective July 1, 2009, for University of Georgia and Georgia Institute of Technology and July 1, 2011, for and Georgia College & State University.~~

~~-in-~~ ~~fifteen (15)~~ hours a semester will be charged at Augusta University for all undergraduate students taking ten ~~(10)~~ hours or more. Students enrolled at Augusta University taking less than ten ~~(10)~~ hours will continue to be charged tuition on a per-credit-hour basis.

Students enrolled during the summer semester at ~~the University of Georgia~~, Augusta University, ~~and Georgia College and State University~~, Georgia Institute of Technology, and *the University of Georgia* will be charged tuition on a per

The effective date of these revision is January 11, 2018.

**C. Revisions to Board Policy Section 9.1 General Policy Shown with2nSM(c)ar(c)k(n)-u(n)-p(n)-:( )TJ**





\*NOTE: Highlighted language in italics moved from other portions of Section 9.1.6.

~~For the purposes of this section of this Policy Manual, u~~Unless specifically designated otherwise, the Chancellor— *delegates the authority that he or she has under Section 9 this Policy Manual to* ~~designee shall be the USG chief facilities officer or any other person designated by the Chancellor in writing from time to time.~~ *The authorization may not be further delegated to USG institutions.*

~~Where the Board has authorized action or has previously delegated authority, the Chancellor,~~

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~~empowered.~~ *When acting with delegated authority for public private venture transactions and USG real property transactions* ~~Such~~ in the name of and on behalf of the Board of Regents of the University System of Georgia, *USG officials may execute and deliver documents and* ~~to take or cause to be taken any and all such further other actions~~ as, in the judgment of such officials, may be necessary, proper, convenient, or required ~~in connection with the execution and delivery of such instruments, documents, or writings~~ in order to carry out the intent of authority granted and authority delegated *to those officials* ~~for all public private venture transactions and all USG real property transactions. Such authorization may not be further delegated to individual USG institutions (BoR Minutes, January, 2008).~~