



Provost Notes

July 2023

Join the Cat Crew!

Cat Crew is a volunteer opportunity for faculty, staff and community members who would like to help the on-campus students move into the residence halls and apartments.

Volunteers are needed to assist with checking paperwork, distributing water, providing directions and most importantly, helping unload students' cars and get their belongings into their new rooms.

University Housing opens on Thursday, August 17. Students move in between 7:30 a.m. and 10:30 a.m. in one-hour blocks and volunteers are needed from 7:15 a.m. to 11:00 a.m.

As many as 1,200 students will be moving in on August 17. Participating in the Cat Crew is a great way to introduce your department, RSO, or organization to the newest residents of the Milledgeville and Georgia College communities.

[Register online](#)

For questions, contact Matthew Terry at matthew.terry@gcsu.edu.

Congratulations!

Bruce Snyder, PhD, Biological and Environmental Sciences, IUCN Nature Conservatory, International Union for Conservation of Nature, \$3,695

Matthew Forrest, MFA, Art, The Little Free Libraries, Tri County EMC Mini Grant, \$2,120

Academic Affairs Leadership Retreat

The Office of the Provost is holding a working retreat for Deans and Department Chairs on July 26, 2023, from 9:00a-3:00p.

The purpose of this gathering is to prepare for the upcoming academic year as we welcome the largest first year class in the history of the university.

Faculty Contracts 2023-2024

Georgia College is continuing to use the highly successful OneUSG electronic faculty contract distribution and e-signature system that was deployed last year. The e-contract eliminates delays with physical mail delivery systems and provides a convenient system for everyone involved in the contract process.

On June 30, an email message containing instructions was sent by Neil Jones (HR) to the contract eligible recipients notifying them about the full-time faculty contract process. The electronic contract is available in the same system that houses your pay statements, W-2's etc. The due date to respond to the contract is July 20, 2023. Please remember that during peak periods, the USG system's processing response times may be slow.

Limited term one-year faculty and part-time faculty are an important part of our University instructional team as well. Following Board of Regents –University System of Georgia policies, limited term one-year faculty and part-time faculty employment agreements are covered through the Offer/Acceptance letter and the Part-time Faculty Teaching Agreement (GC Signatures – DocuSign).

New faculty will not have access to the OneUSG System until August when their employment begins. New faculty employment agreements are also confirmed through the Offer/Acceptance letter process.

2023 Lilly Conference Fellowship Recipient

Congratulations to Dr. Alexandra Berglund, Assistant Professor, Department of Professional Learning & Innovation, the inaugural recipient of 2023 Lilly Conference Fellowship. The award supports one faculty member to attend the Lilly Conference, which focuses on the scholarship of teaching and learning. The [Lilly Conference](#), with its 40-year history, brings together participants from around the world to create a community focused on lifelong learning and the betterment of teaching in the learning environment. During the 2023-2024 academic year, Dr. Berglund will deliver insights on teaching and learning to the GCSU faculty and staff through programming sponsored by the Center for Teaching and Learning.

August Faculty Events

New Faculty Orientation

Tuesday, August 1: 8:00am-2:00pm
Wednesday, August 2: 8:00am-2:00pm
Thursday, August 3: 8:00am-2:00pm
Friday, August 4: 8:00am-4:00pm, includes HR

Making Excellence Inclusive Day

Tuesday, August 15: times TBD

Welcome Back Faculty Breakfast

Thursday, August 10: 9:00am, Russell Auditorium

Assessment Day: August 09, 2023

Assessment Day this year will focus on the final preparation and submission of SMART reports (FYs 21, 22, and 23) for our upcoming SACSCOC 10-year reaffirmation. Sessions will be held for all assessment coordinators at the following times (locations TBA):

College of Education: 9:15-10:00

College of Arts & Sciences: 10:00-10:30

College of Health Sciences: 10:30-11:00

College of Business & Technology: 11:00-11:30

Attendance of coordinators is required. All others who participate in completing SMART reports may attend.

USG: New and Revised HR Policies

On June 23, 2023, the USG released several changes to HR policies that went into effect July 1, 2023, to ensure compliance with the revised Board of Regents Policy 6.5 Freedom of Expression and Academic Freedom. Specifically,

1. To ensure compliance with the revised Board of Regents Policy 6.5 Freedom of Expression and Academic Freedom, the University System of Georgia (USG) System Office has drafted and is implementing a new HRAP Employee Recruitment policy and is revising the HRAP General Criteria for Employment policy.
2. Recruitment for faculty and staff should be completed in accordance with the procedures set forth by the Institution's Chief Human Resources Officer ("CHRO"), approved by the President in consultation with Legal Affairs and the appropriate leadership level (i.e., Vice President). Recruitment should also comply with Board of Regents (USG), state, and federal policies, regulations, and laws.
3. Policy on [general criteria for employment](#).

For more information, see the USG's [Human Resources Administrative Practice Manual](#) or email usg-hr@usg.edu.