

**Georgia Records Association  
Called Meeting  
February 21, 2008  
University of Georgia**

President Adrian Woods called the meeting to order at 11:00 a.m. Present were Director of Governmental Training, Education, and Development for Carl Vinson Institute of Government James Stephens, UGA Liaison Judy Wilson, Vice President Jody Jones, Treasurer Judy Weaver, Secretary Anne Barnard and Board Members Debbie Harrington and Linda Johnson.

The meeting was called to meet Mr. Stephens and discuss our GRA curriculum and possible changes to the curriculum.

Mr. Stephens stated the beginning of our GRA program was in 2003. At that time, we were told our courses could be three hour courses. Three hour courses fit our schedule and conference layout. Somehow, our format went undetected until 2007, when we were told our conference format should be a six hour layout. UGA's Carl Vinson Institute of Government certificate program is built on a six hour course schedule. Mr. Stephens explained three hour courses do not have the depth that a six hour course has, and cost wise, it cost as much money to have a three hour course as a six hour course. He added all UGA CVIOG certificate courses were built with six hours in mind. UGA's continuing education data base, C2K, is set up to manage six hour courses.

He said there is a difference—conference formatting is three hours, certificate formatting is six hours. GRA was set up in a conference format; however since we have a certificate program we need to come into compliance and lengthen our courses to six hours.

We would like to continue with UGA's certificate program; graduates are proud of Carl Vinson Institute's certificate programs; they are quality programs and have a certain amount of prestige that goes along with them.

Suggestions on how to get our program into compliance:

We could expand a three hour program into six hours or have two, three hour classes.

We could set up partial conference for certificate members only and have rest of conference for non certificate members, i.e., separate certificate program from the rest of the program. But, it was agreed that we should focus on the certificate program and its members, since that is really where our strength is. It was also noted that we might lose some members that don't see the necessity of taking six hour courses.

Transition period: In order to revamp the program and put it on an hourly basis, we need to do this by the end of 2008. We will have to restructure the program. Right now there are 124 participants in the certificate program. We are working on the fourth class of graduates this spring conference.

The Education Committee will revamp the program, but board members must help with planning. We must have total participation for the next few meetings. The program should be reviewed twice a year.

Goal: By the end of this year (2008) the program will be totally re-worked into a six hour program. We need to be counting hours, not courses.

Since we didn't specify on the front end if we were counting hours or courses, it should be easier to change. The new program will be in place for the June 16, 2009 conference.

To get this across to GRA members we need to put an explanation in writing and also have Mr. Stephens explain in person at the Spring and Fall conference; have him as our opening speaker.

Spring Conference planning was also discussed. We are gathering speakers for the roundtable portion of the conference. Effective Leadership will be our first six hour class. Time Management and IT classes will also be available for Wednesday. Thursday's classes will be Continuity Planning, Governmental Budgeting and a Conflict Management class called "Working With You is Killing Me!" Our conference gift will be a cooler.

Other news:

Elections do not seem to be working, we do not have participation from board members and committee members that we need. A suggestion was made to elect directors, then within the group, vote on officers. That way those that are voted on will already be a part of the group of directors and more likely will be willing to participate.

With no further news, the meeting was adjourned.

Respectfully submitted,

Anne Barnard  
Secretary