
2.1 Creation of the Board of Regents of the University System of Georgia

By an Act signed by Governor Richard B. Russell to be effective on January 1, 1932, the General Assembly established the Board of Regents of the University System of Georgia with responsibility for "the government, control, and management" of state supported colleges and universities. The Board of Regents became a Constitutional Board when this plan for the governance of higher education was incorporated into the Constitution of Georgia in 1943.

The Board of Regents executes its Constitutional responsibilities in two primary ways:

By adopting policies to provide general guidelines for governing the University System; and

Presidents of the institutions are given responsibility and authority for administration of the System in accord with the adopted policies by the Chancellor of the System and under his direction.

2.2 Charter of the Board of Regents

The charter of the Board of Regents consists of the original charter of the Trustees of the University of Georgia as approved in the Act of the General Assembly of the State of Georgia on January 27, 1785, and modified by a subsequent Act of the General Assembly in 1931 as follows:

Be it further enacted by the Authority aforesaid, that there is hereby set up and constituted a department of the State Government of Georgia, to be known as the 'Board of Regents of the University System of Georgia.' The name of the corporation heretofore established and existing under the name and style, 'Trustees of the University of Georgia' be and the same is hereby changed to 'Regents of the University System of Georgia.' (Article 20-31, Acts 1931)

2.3 Official Name of the Board of Regents

The official name of the Board of Regents under its Constitutional charter is "Board of Regents of the University System of Georgia."

2.4 Constitutional Provisions

The Constitution of the State of Georgia makes the following provisions regarding the Board of Regents of the University System of Georgia:

There shall be a Board of Regents of the University System of Georgia which shall consist of one member from each congressional district in the state and five additional members from the state at large, appointed by the Governor and confirmed by the Senate. The Governor shall not be a member of said Board. The members in office on June 30, 1983, shall serve out the remainder of their respective terms. As each term of office expires, the Governor shall appoint a successor as herein provided. All such terms of members shall be for seven years. Members shall serve until their successors are appointed and qualified. In the event of a vacancy on the Board by death, resignation, removal, or any reason other than the expiration of a member's term, the Governor shall fill such vacancy; and the person so appointed shall serve until confirmed by the Senate and, upon confirmation, shall serve for the unexpired term of office.

The Board of Regents shall have the exclusive authority to create new public colleges, junior colleges, and universities in the State of Georgia, subject to approval by majority vote in the House of Representatives and the Senate. Such votes shall not be required to change the status of a college, institution or university existing on the effective date of this Constitution. The government, control, and management of the University System of Georgia and all of the institutions in said system shall be vested in the Board of Regents of the University System of Georgia.

All appropriations made for any or all institutions in the University System shall be paid to the Board of Regents in a lump sum, with the power and authority in said board to allocate and distribute the same among the institutions under its control in such way and manner and in such amounts as will further an efficient and economical administration of the University System.

The Board of Regents may hold, purchase, lease, sell, convey, or otherwise dispose of public property, execute conveyances thereon, and use the proceeds arising from that; may exercise the power of eminent domain in the manner provided by law; and shall have such other powers and duties as provided by law.

The Board of Regents may accept bequests, donations, grants, and transfers of land, buildings, and other property for the University System of Georgia.

The qualifications, compensation, and removal from office of the members of the Board of Regents shall be as provided by law." (Constitution of Georgia 1982, Article VIII, Section IV)

2.5 Powers of the Board of Regents

The Official Code of Georgia provides the following powers to the Board of Regents:

The Board of Regents shall have power: (1) to make such reasonable rules and regulations as are necessary for the performance of its duties; (2) to elect or appoint professors, educators, stewards, or any other officers necessary for all of the schools in the University System, as may be authorized by the General Assembly, to discontinue or remove them as the good of the System or any of its schools or institutions may require, and to fix their compensations; (3) to establish all such schools of learning or art as may be useful to the State, and to organize the same in the way most likely to attain the ends desired; (4) to exercise any power usually granted to such corporation, necessary to its usefulness, which is not in conflict with the Constitution and laws of this State." (Acts 1931, pp. 7, 24)

The Board of Regents shall have such other and further powers and duties as may now or hereafter be provided by law or the State Constitution.

2.6 The University

Clayton State University is a unit in the University System of Georgia.

Clayton State University opened in 1969 as Clayton Junior College. The Board of Regents of the University System of Georgia elevated the institution to baccalaureate status (as Clayton State College) in 1986, to university status (as Clayton College & State University) in 1996 and approved the present name on May 18, 2005.

The beginning of the university can be traced to 1965 when the Board of Regents authorized three new junior colleges for the University System, one of which was designated for south metropolitan Atlanta. The Board considered several locations in the region, and chose the present site in Clayton County because of the unique combination of natural beauty and easy access to the then recently-completed Interstate 75. The citizens of Clayton County subsidized the initial construction of the state institution by passing a bond issue for nearly \$5 million. Construction of the new campus began in fall 1968, and the doors opened on September 30, 1969.

2.7 Accreditation of the University

“Clayton State University is accredited by the Commission of Colleges of the Southern Association of Colleges and Schools, (1866 Southern Lane, Decatur Georgia 30033-4097): Telephone number (404) 679-4501 to award the Bachelor’s, Master’s and Education Specialist degrees.”

“Clayton State University is also accredited by the National Council for Accreditation of Teacher Education, the Georgia Department of Education, the Association of Collegiate Business Schools and Programs, the National Business School and Programs, the National League of Nursing and approved by the Georgia Board of Nursing.”

“Individual colleges and departments also hold membership in the regional and national professional organizations associated with their respective disciplines.”

2.8 Organization of the University

The university organizational charts may be found on its website located at www.Clayton.edu

2.9 Vice President for Business & Operations

The Vice President for Business & Operations reports to the President and acts as an agent of the Treasurer of the Board of Regents in all financial matters. The

Vice President for Business & Operations, who is responsible for the fiscal affairs administration of the university, has custody of all funds, securities, and assets of the university.

The division is responsible for the university’s financial, human and physical resources. Six areas work within Business & Operations:

- Auxiliary Services
- Budget & Finance
- Facilities Management
- Human Resources

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- Operation Services
 - Public Safety

These offices provide a multitude of services to the campus community ranging from public safety, employee relations, payroll, student accounts, employee benefits, parking services, the bookstore, food services, campus maintenance and landscaping, budgeting and reporting, environmental safety, architecture and space planning.

The Division has a fiduciary responsibility to protect the interests of the university and to operate with the highest levels of professionalism and integrity.

2.10 Mission of Business & Operations

The mission of this division is to provide the best possible customer service and support to the students, faculty and staff of the university by ensuring that the university's support services function effectively, efficiently and, most importantly, ethically.

2.11 Responsibilities of Business & Operations

The primary responsibilities of the Office of Business & Operations are to provide leadership, manage the operations and fiscal affairs of the university and keep the President and the Board of Regents staff informed of the university's financial condition.

Besides providing leadership, the Office must:

- Develop and recommend broad policies
- Ensure that strategic and operational plans are developed and articulated
- Create operating systems for business functions
- Select, train, manage and develop personnel to carry out these functions effectively
- Design and carry out appropriate evaluation procedures

2.12 Assignments of Responsibilities and Functions

Three Assistant Vice Presidents, the Director of Human Resources, and the Chief of Police report directly to the Vice President of Business & Operations. The Vice President for Business & Operations provides the necessary leadership to the overall area in order to maintain good stewardship of the financial and physical resources that support the university's growth and development along with the safety of our students and staff.

The Assistant Vice President/Controller reports directly to the Vice President of Business & Operations and is responsible for Procurement Services, Payroll, Student Accounts/Bursar, Budget, Accounts Payable and General Accounting and Reporting. The AVP performs other duties as assigned by the Vice President for Business & Operations.

The Assistant Vice President of Auxiliary Services reports to the Vice President for Business & Operations and is responsible for the Campus Bookstore (Loch Shop), Contract Vending Services, Student ID Carding, and Contract Food Services, including those for housing. The AVP performs other duties as assigned by the Vice President for Business & Operations.

The Assistant Vice President of Facilities reports directly to the Vice President of Business & Operations and is responsible for all physical facilities and equipment of the university, including inventory control, environmental safety, landscaping, mail room and construction projects. The AVP performs other duties as assigned by the Vice President for Business & Operations.

The Director of Human Resources reports directly to the Vice President of Business & Operations and assists in the recruitment and retention of personnel, administers the fringe benefits programs of the university, administers the wage and salary program of the university, provides employees with financial, retirement, and benefits and performs other duties as assigned by the Vice President for Business & Operations.

The Chief of Police of the university reports directly to the Vice President of Business & Operations and is responsible for campus security, crime awareness and prevention measures, traffic control, and parking. The Chief performs other duties as assigned by the Vice President for Business & Operations.