

OLA NEWS

OLA NEWS Issue 1
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What's New

The Office of Legal Affairs (OLA) is happy to announce the launch of our department website. We have included lots of helpful information for faculty and staff. We will be consistently adding new information on the site and hope you find it helpful. Please visit our webpage at <http://www.ggc.edu/community/legal-affairs/>

and let us know what you highlight on our site are the copyright page. The open records office and information about open a form to submit your person seeking to request copyright page contains a evaluator) to help use.



think. A couple areas to the open records page and OLA serves as the GGC this page will give you helpful records and provide you with requests. Please direct any records to this page. Our very useful tool (fair use evaluate your content for fair

Our office will be offering lunch and learn trainings on various legal topics. We will send out information regarding the trainings and you can bring your lunch with you. These trainings will be open to all faculty and staff and seating will be on a first come first serve basis. More information regarding these lunch and learns will be forthcoming.

To be or not to be a contract

Presidential designation is required for anyone to sign a contract on behalf of GGC. If you sign an agreement for GGC without authority, you are personally liable and may face civil and criminal penalties.

A contract is legally between two or more doing of some matter what the call it a contract, an Memorandum of Memorandum of Agreement, or Harvey. If it is an agreement between two or more parties for the doing or not doing of some specified thing, it is still a contract.



defined as “an agreement parties for the doing or not specified thing.” It does not contract is called. You may agreement, an Understanding (MOU), an Agreement (MOA), a Letter

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“Ethics is knowing the difference between what you have the right to do and what is right to do.” -Potter Stewart

Is that a gift I can keep or do I have to say “no”?

As a state employee, you may not receive a “gift” as part of your job. Getting stuff on this list would NOT be getting a “gift” and you can have it. When in doubt, call us.

1. Food or beverage consumed at an occasional meal or event, provided the value is reasonable under the circumstances but in no event exceeds \$100 per person.
2. Food, beverages, and registration at group events to which substantial numbers of employees of an institution are invited.
3. Food, beverage, or expenses afforded employees, relatives or others that are associated with normal and customary business or social functions or activities.
4. Actual and reasonable expenses for food, beverages, travel, lodging and registration provided to permit participation in a meeting, demonstration, or training related to official or professional duties if participation has been approved in writing by the Chancellor, the President, or his/her designee.
5. Promotional items generally distributed to the general public.
6. Textbooks, software, and instructional materials to be reviewed by teaching faculty. However, you may NOT sell any textbook, software, etc. you receive under this paragraph.
7. An award, plaque, certificate, memento, or similar item given in recognition of the recipient's civic, charitable, political, professional, private or public service or achievement.
8. Legitimate salary, honoraria, benefit, fees, commissions, or expenses associated with the recipient's non-public business, employment, trade, or profession.
9. Gifts from a person or entity who is neither a lobbyist nor a vendor as those terms are defined in State Statutes, nor a student or patient at an institution.
10. Consulting fees, honoraria, or financial benefits from sponsors or foundations, received in conformance with USG policies, institution policies, and Georgia law.
11. Gifts to or from USG foundations or other separately incorporated, charitable entities.

About Title IX

The Office of Diversity, Institutional Equity, and Title IX Program Administration provides leadership and support on matters relating to equity, diversity, respect and inclusiveness for all members of the Georgia Gwinnett College community. The staff offers guidance, support and delivery of programming, services and educational initiatives to College faculty, staff, and students to support diversity, inclusiveness, equal access, equitable treatment, cultural understanding and the prevention of prohibited discrimination and harassment.

To fulfill our mission, the Office of Diversity, Institutional Equity and Title IX Program Administration provides:

- A mechanism for responding to complaints of harassment and discrimination;
- Information, consultation, training, and resources to the College community with regard to diversity, harassment and discrimination prevention, affirmative action, equal opportunity and disability matters; and
- Oversight of and support for the College's compliance efforts in the areas of equal opportunity, affirmative action, harassment and discrimination prevention, and compliance with all applicable State and Federal civil rights laws.

If you would like to make a report of discrimination contact Jana Anandarangam at 678-407-5921 or janandarangam@ggc.edu.

If you would like to submit information regarding a program you will be holding related to the Office's mission or discuss training for your department or program, please contact Executive Director of Diversity and Equity Compliance, Erika D. Robinson, at erobinson15@ggc.edu or 678-407-5010.

Logic Game

David and three of his friends were comparing their GGC academic lives. Each student had a different major with their last final exam on a different day of the week. From the clues below, determine which student (David, Bastien, Caleb, and Anna) had which last name (Roth, Moore, Smith, or Jones), which Major (English, Chemistry, Nursing, or Education), which GPA (3.2, 2.5, 2.9, or 3.7), and what day of the week their last final exam fell (Monday, Tuesday, Wednesday, or Friday).

1. Caleb, whose last name wasn't Smith, didn't have the 3.7 GPA in Nursing.
2. Bastien's last final exam was before Mr. Moore's last final, but after the English major's last final exam.
3. Mr. Moore, whose first name was not Caleb, had a 3.7 GPA, but his final exam was not on Tuesday.
4. The last final exams were taken in the following chronological order: Ms. Smith, the Chemistry Major, Caleb, and the 3.7 GPA.
5. Mr. Jones, with the 2.9 GPA in Chemistry, made it to his final exam on time. The Education major was late to his Wednesday exam, but still finished with a GPA higher than 2.5.

"Lawyers are the only persons in whom ignorance of the law is not punished." -Jeremy Bentham

Legal Humor



We're on the Web!

Please check out our “It’s the Law” page on our website. You will find helpful links to a variety of topics in different areas of law.



http://www.ggc.edu/community/legal-affairs/its-the-law_referral/

Stipulation: “...The name given to any agreement made by the attorneys engaged on opposite sides of a cause (especially if in writing), regulating any matter incidental to the proceedings or trial, which falls within their jurisdiction. Voluntary agreement between opposing counsel concerning disposition of some relevant point so as to obviate need for proof or to narrow range of litigable issues...” Black’s Law Dictionary 712 (6th ed. 1990).

Can I get sued working here?

GGC is a state agency; you are an employee of the State. If you do not deliberately cause injury or damage, you are usually covered for accidents related to work. You are usually covered if you accidentally cause someone or damage responsible for students while doing class projects know someone is going to

You are not covered rule. You are not covered unless you are using and vehicle. You are not the job. You are not for GGC without presidential designation.



someone else to injure property. You are not hurting themselves or others or assignments unless you get hurt doing the assignment.

driving to and from work as a driving a student anywhere licensed to use a GGC covered if you discriminate on covered if you sign a contract

Finally, you are not covered for doing something against the law or rules. Please call if you have questions or concerns (678-407-5154).

Note: Want to give us your ideas? Please feel free to submit suggestions for article topics, humor and /or quotes to include in future OLA News issues. (send to: legalaffairs@ggc.edu subject line: newsletter ideas)