

1/4/08 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Angie Atkins, Lucy Betcher, Marty Brock, Dr. Eric Daffron, Cassie Derden, Dr. Pat Donat, Dr. Jim Fitzgerald, Melanie Freeman, Gail Gunter, Dave Haffly, Dr. Joyce Hunt, Larry Jones, Dr. Sandra Jordan, Dr. Dorothy Kerzel, Dr. Claudia Limbert, Cay Lollar, Dan Miller, Nora Miller, Tonya Moak, Dr. Barbara Moore, Anika Perkins, Mary Margaret Roberts, Perry Sansing, Calvin Sellers, Eileen Van Der Weele, Dr. Bucky Wesley, and Sam Wise.

Absent: Dr. Suzanne Bean, Dr. Gary Bouse, Roger Busby, Becky Cade, Nicole Dilg, Carol Frazier, Andrea Holcombe, Robin Holliman, Dr. Hal Jenkins, Carla Lowery, Irene Miller, Dr. Bridget Pieschel, Dr. Tom Richardson, Wahnee Sherman, Amy Swingle, Rhonda Thomas, and Cathy Young.

Dr. Claudia Limbert called the meeting to order.

The minutes from December 2007 were approved.

University Update -

Dr. Limbert welcomed everyone back from the Christmas break.

She reported that she has finished a 3-year term as the Mississippi representative for SACS, MUW's accrediting body. She is impressed with the new SACS president, Dr. Belle Wheelan, who is scheduled to be MUW's commencement speaker this year. For this year's SACS annual meeting, which was held in New Orleans, Dr. Limbert put together a panel on dealing with emergencies for the Presidents' Breakfast. The panel included presidents from Florida and New Orleans who talked about Katrina and other hurricanes as well as a representative from Virginia Tech. Dr. Limbert also chaired the Mississippi state gathering which featured a panel on the Quality Enhancement Plan (QEP). The panelists were from institutions that had successfully gotten through their accreditation with a good QEP. The attendees learned from them to stick to what you can accomplish and can afford and to stay in close touch with your assigned SACS staff member. QEP topics that seemed to work well were service learning and civic engagement. Dr. Pat Donat was also at the SACS meeting and added that service learning and civic engagement are things the students want, and they also enhance learning.

This year Dr. Limbert will begin a term as the Mississippi representative to the American Association of State Colleges and Universities (AASCU). She also serves on several AASCU groups such as the Millennial Leadership Initiative, the Teacher Education and the Women Presidents committees. She attended the November AASCU meeting in San Francisco in which she took part in an all-day workshop for presidents on fund raising. Also, the presidents were discussing the Virginia Tech incident, Katrina recovery, and the decrease in the various states' legislative appropriations since AASCU is composed only of state-supported institutions.

MUW is moving into the next phase of MUW 20/20. Facilitators and scribes have been selected for each focus group. They will be trained by Dr. Sandra Jordan and Dr. Bucky Wesley. The goal

is to have consistency in the focus group process and a collaborative and open process. They are finishing up selecting the members for each focus group with a balance of faculty, staff, and students. The facilitators will contact their focus group members. After the focus groups complete their group reports, those reports and the report from the original day-long meeting will go to a task force who will then make recommendations for further study. She will make those recommendations known to the campus.

Like all the IHL presidents, Dr. Limbert is very concerned about the upcoming legislative appropriations. In working to protect MUW's current budget, she recently teamed up with Dr. Robert Foglesong, president of Mississippi State University, to do a presentation to five area legislators, and she and Nora Miller visited Aubrey Patterson, the chair of the IHL Budget Committee. She will continue to do these things, but things do not look well for the IHL institutions. She has asked Dr. Linda McFall and Dr. Tom Meredith to present to the campus on the possible budget situation, but no time has been worked out for the visit.

The university continues to seek other funding. As of June 30, 2007, MUW's endowment is \$29.3 million compared to \$17.6 million when she arrived July 1, 2002. There was an increase of 111 donors from June 30, 2006, to June 30, 2007. Annual fund contributions increased \$141,077 from FY 06 to FY 07. Dr. Limbert and others have made several donor visits lately that have gone well.

It is about time to make the annual trip to Washington, D.C., to make requests to the Mississippi congressional delegation. This year, MUW will present requests for funding for the Southern Women's Institute; Community Partnerships for Learning (Wicker Center); Center for Entrepreneurship, Leadership, and Innovation (phase two of the Women's Center for Entrepreneurship); Center for Regional Outreach, Civic Engagement, and Service Learning; and science education on the Tennessee Tombigbee Waterway.

Dr. Limbert soon will make her annual visits to the various offices, departments, and colleges on campus. She reminded everyone that they also can visit her during Open Door or by appointment and can call and email her.

She requested that everyone step up their efforts to recruit and retain students. Especially in a year of possible budget cuts, MUW needs every possible student.

Academic Update -

Dr. Jordan announced that four new task forces will be formed: retention, undergraduate research, internationalization of the campus, and academic honesty.

She called on Dr. Dorothy Kerzel, chair of the Chairs Council, who reported that the Chairs Council will meet next week for training on faculty evaluations and faculty searches.

Dr. Jordan welcomed Dr. Donat as the interim dean of the College of Arts and Sciences while Dr. Tom Richardson is on sabbatical. He is in Scotland completing some research for a book he is writing.

Dr. Jordan and Dr. Wesley are working with the deans on recruitment. The next phase is for collegiate student ambassadors and faculty to call prospective students. The deans have created a talking points/bragging list for every major on campus. It will be posted online.

The provost asked Gail Gunter to speak about the library renovation project. Ms. Gunter said she and others have met with the architects and have another meeting next week. They are every excited.

Dr. Jordan said the President's Cabinet is looking at international visas and how the university's policy can be modified to address the recent changes in federal law which shifts the burden of funding visas to the institutions.

AASCU has embraced Volunteer System of Accountability (VSA) initiative to address the push for higher education to be more accountable. She has asked Dr. Donat to see how far the university is from these measures.

The provost announced the launching of a new program on higher education leadership open to faculty and professional staff at MUW. The program is intended to help participants gain a deeper understanding of higher education issues. Applications are due next week.

Finance and Administration Update -

Nora Miller reported that bids were opened last month for the completion of the Fine Arts project. There were a number of bidders, and the bids were all pretty tight together, so she feels there were some competitive bids. The lowest and best bid puts the proposed construction budget at about \$1.75 million in excess of the FEMA/MEMA project budget. The university has submitted an agenda item requesting that IHL pursue a deficit appropriation – or any other means – to fund this project. IHL's legislative liaison and the assistant commissioner for construction and real estate have been working closely with the university to pursue all channels. IHL understands this project must be completed by the end of October to not risk losing FEMA funding.

The kick-off meeting for the library pre-planning project was held last month, and there will be two days of intensive programming meetings on campus next week. These meetings will include the library faculty and staff, IT, facilities staff, faculty, and students. The architects will be in a bit of a crunch to come up with good cost estimates in time for the legislature to act on bond bills for construction funding during this session, so that's why this meeting will take place so soon.

After the Library Kick-Off meeting, the staff architect from the Bureau of Buildings did some further inspection of Poindexter, and she has made some suggestions for changes to the architect and structural engineer who have this project. They are all reviewing those suggested changes and are trying to come up with a plan that satisfies the Bureau, Archives and History and our functional needs and future maintenance requirements.

The university has not received word yet on the December allocation of the Educational

Enhancement tax proceeds. November was short, but not by as much as October. No details have been received on the Legislative Budget Recommendation for IHL, except that all vacant positions were defunded. The LBR usually cuts vacant positions, either in total or at 50 percent, so this was not unexpected. It looks like it is going to be a long legislative session with K-12, community colleges, and IHL all fighting over a limited pool.

Institutional Advancement Update -

In the absence of Dr. Gary Bouse, Mary Margaret Roberts stated that the MUW Foundation's annual report will be printed soon. It includes an honor roll of donors, feature stories, and a copy of the audit.

The Development Office is closing out the 2007 calendar year with a lot of end-of-the-year giving. Letters are being prepared for those who gave to the university through payroll deductions. With the help of Financial Aid and ITS, they have sent letters to donors who established scholarships to let them know who is benefitting from their scholarship monies.

In other news, Anika Perkins has returned from maternity leave, Debra George has relocated to Oregon, and interviews are being conducted for the webmaster position.

Student Services Update -

Dr. Bucky Wesley said that Admissions has welcomed two new admissions counselors.

Sirena Parker from the University of Wisconsin-White Water will be the new director of Community Living. She will begin February 18. Nick Cordingly will serve as the interim director until then.

Acceptances to the university are up.

The Hearin Leadership event, which is scheduled for February 25-27, is an important recruitment event for the university.

Police Department/Human Resources Update -

Perry Sansing gave an update on the Alumnae Association lawsuit. He reported that IHL and the university have filed a motion to stay the judge's decision. The Alumnae Association sent the university a revised affiliation agreement that is considerably different from the one the university originally signed and that the IHL Board approved. The Alumnae Association says the new agreement is necessary due to the ruling. One of the main points in the Alumnae Association's proposed affiliation agreement is the Alumnae Association wants to be able to seek tax exempt status. They also have left out items that the IHL Board mandated that all the universities have in their affiliation agreements.

Other Updates -

Cay Lollar announced that the assistant registrar starts next week. She also thanked Dr. Limbert and others for the new flooring on the first floor of Welty Hall.

Following the regular meeting, the group, absent Dr. Limbert, discussed PS 3516. The group voted for the changes to the policy.