

3/7/08 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Angie Atkins, Dr. Suzanne Bean, Lucy Betcher, Dr. Gary Bouse, Marty Brock, Dr. Michael Burger for Dr. Pat Donat and for Dr. Dorothy Kerzel, Bryant Cook, Dr. Eric Daffron, Nicole Dilg, Carol Frazier, Melanie Freeman, Dave Haffly, Dr. Joyce Hunt, Larry Jones, Dr. Sandra Jordan, Dr. Claudia Limbert, Carla Lowery, Dan Miller, Irene Miller, Nora Miller, Tonya Moak, Dr. Barbara Moore, Carol Newell for Becky Cade, Sirena Parker, Anika Perkins, Tammy Prather for Cay Lollar, Mary Margaret Roberts, Calvin Seller, Elbert Spruill for Robin Holliman, Amy Swingle, Eileen Van Der Weele, Dr. Bucky Wesley, Sam Wise, and Cathy Young.

Absent: Roger Busby, Cassie Derden, Dr. Jim Fitzgerald, Gail Gunter, Andrea Holcombe, Dr. Hal Jenkins, Dr. Bridget Pieschel, Dr. Tom Richardson, Perry Sansing, Wahnee Sherman, and Rhonda Thomas.

Dr. Claudia Limbert called the meeting to order.

The minutes from February 2008 were approved.

Before the updates were made, Dr. Bucky Wesley introduced several new people at the meeting. He welcomed Kristen Barnes, the newly elected SGA president and thanked Nicole Dilg and Irene Miller for a job well done as SGA president and vice president for 2007-08. He also introduced Bryant Cook as the new web master and Sirena Parker as the new director of community living.

University Update -

Dr. Limbert stated that the MUW 20/20 project is continuing. It began with an all-day community meeting with professional facilitators in October 2007. Since then, there have been 12 campus focus group sessions and several alumni focus group sessions. The information from all the sessions is being reviewed by the MUW 20/20 Task Force, which is chaired by Cathy Young. The group will deliver a white paper summary to Dr. Limbert by March 14. Dr. Limbert will then share information with the campus community.

The budget continues to be a concern. IHL is considering rebalancing adjustments, or equity adjustments. She is working hard on MUW 's behalf by attending many meetings with legislators in Jackson to advocate for MUW. She believes she is the only IHL president who has been to all the meetings with legislators. The budget situation is very important because MUW wants to maintain its academic quality.

She gave an update on the legal case with the Alumnae Association. A day after the judge made her ruling, Dr. Limbert asked Dr. Gary Bouse to set up a meeting with the president of the Alumnae Association and the Alumni Association. He is continuing to work on this.

Dr. Limbert is making her annual visits to campus departments. She is enjoying this opportunity and is learning a great deal.

Academic Update -

Dr. Sandra Jordan also gave her thanks to Ms. Dilg and Ms. Miller for a job well done.

A group from MUW attended a meeting at IHL recently concerning IHL's strategic initiative to increase the number of baccalaureate students. IHL asked the universities to set stretch goals by March 28 for this initiative. These goals are important because IHL will hold the university accountable and there will probably be budget implications for not meeting our stretch goals.

Several campus Academic Affairs Task Forces have met recently. The Academic Honesty Task force is tackling the issues of academic integrity, plagiarism and ways to reinforce the importance of ethical learning. The Retention Task Force is looking at policies and procedures to increase student persistence and move more students toward degree completion. decrease the number of drop outs. The Undergraduate Research Task force is working to enhance and promote student research across our disciplines. A group is meeting on how to internationalize our curriculum, enhance both study abroad and international exchanges. The Core Curriculum Committee is working on revisions to the general studies curriculum beginning with mission and values statements, and learning goals for general education.

MUW has requested a name change within two academic colleges. Paralegal will move from the College of Arts and Sciences and the Department of History, Political Science, Geography and Paralegal Studies to the College of Business.

Academic Affairs is working on a new degree in general studies. Many students have 130 hours and no degree. This will help them get a degree, and this program also will be helpful to transient students.

AT & T Mississippi gave the university \$25,000 to help the university continue its Teaching Circles and faculty development workshops.

University representatives attended a math and English redesign workshop. MUW was one of 18 proposals. Only 15 will receive funding.

She and a few representatives from the library went on a field trip to Chicago to visit other libraries that use the Robotic System.

She and Dr. Limbert visited the Chinese Embassy while they were in Washington, D.C., recently. MUW is looking at exploring partnerships with Ole Miss and MSMS to prepare grant proposals to bring the Chinese language to campus.

Dr. Suzanne Bean said that the Wicker Center for Creative Learning participated in an education summit on drop out prevention. The Center will host the next meeting. She also reported that Destination Imagination will be held on campus March 29, and another problem solving event for high school students will be on campus April 8-9.

Ms. Lucy Betcher announced that the Women's Center for Entrepreneurship will host a leadership conference March 26-27 with the theme being "Leadership Through the Ages." The Woman Entrepreneur of the Year will be announced, and Hearin Scholars will be able to attend so they can network.

Finance and Administration Update -

Nora Miller said that budget hearings have been held with both the House and the Senate. The Senate has voted on an appropriations bill for IHL that is pretty much flat funding with a slight increase for the universities to cover health insurance premium increases. IHL continues to talk about "equity funding," which they are now referring to as rebalancing funding. From what she is hearing, even if IHL were to receive an increase in funding for the universities, it may be that not all institutions would participate in the increase. If there is no increase, there may be some redistribution of current base funding. MUW would not be on the receiving end.

The House voted on a bond bill yesterday that would provide MUW with \$3 million towards repairs and renovations. At the House Ways and Means committee hearing this week, IHL Board Member Scott Ross clearly tied university projects and university funding with the economic development of our state. IHL has a presentation planned for key legislators next week that will also touch on this theme.

Although several contractors expressed an interest in the Painter Hall renovation project, there were only two bidders. The low bid was \$858,074 to do both the HVAC and elevator. HVAC alone would be \$726,890. HUD funding available for this project is \$495,000. The architect and engineer have gone back over this project to see if anything could be whittled down to get this closer to our available funding, but they have determined that this work is at the minimum level to meet code, without any bells and whistles other than those required to satisfy the MS Dept of Archives and History. IHL has some discretionary funds available for "emergency and life safety issues," and that projects of \$300,000 or so would be in the range for this. She is trying to stretch the definition of "emergency and life safety issues." If the university is not able to secure additional funding to at least do the HVAC, the scope of the project may have to be redefined. HUD has indicated that as long as the proposal is within the "facility improvements and restoration" of our original scope, some changes should be able to be made. Unfortunately, the elevator cannot be done until the old HVAC controls are removed, so that piece cannot be done independently of the HVAC. She has asked the architect to review this project to see if there are other things that can be done to improve the functionality and aesthetics of Painter within the available funds and that would not need to be "undone" whenever funding is secured to do the HVAC and elevator. A lot of work has already been done to prepare for vacating Painter for the summer. IHL has asked for "Emergency and Life Safety Issues" submissions by March 10 for possible consideration at the Board meeting on March 20.

Work began last month on Fine Arts. With this being an interior project, there have been no delays due to weather, and the project is on target for completion this fall.

The preplanning for the library expansion and renovation continues. There are some trips to recently renovated campus libraries in the works.

The Bureau of Buildings staff and our architect are still working on some differences of opinion on Poindexter.

Institutional Advancement Update -

Dr. Gary Bouse reported that work continues on the planning for Homecoming 2008, which is scheduled for April 17-20. The online registration form should be completed within the next couple of days. It will include complete information on all the events planned for the weekend. He thanked those who have worked with Becky Cade and the Alumni Office staff in the planning for Homecoming.

The Alumni Office also is working with Publishing Concepts, Inc. on the publishing of a new Alumni Directory. The institution's last directory was published in 2002. Most institutions produce printed directories every five years. If you are interested in purchasing a directory, please contact the Alumni Office.

Several members of the Advancement staff recently attended the district conference for CASE, the national organization that serves advancement professionals in higher education. They attended some great sessions and brought back some very good ideas that they hope to implement in the coming months.

The Telefund continues to make contact with alumni and friends asking for their support of the university and its programs. They also are working with the reunion classes for this year to promote giving toward their class scholarships.

His office is working on an appeal to faculty and staff to support the university. MUW has had a history of placing a relatively low priority on conducting a faculty/staff campaign. It has been discussed in the past, but never done. In the next few weeks, a letter will be sent from Dr. Limbert asking for faculty/staff support to the university, and he encouraged members to give. Faculty and staff gifts to the university say to alumni, friends, and to the foundations that are considering supporting the university that its employees believe in the importance of the university and are willing to invest in it.

The MUW Foundation Board of Directors met this past week at Plymouth Bluff. Watkins, Ward and Stafford was selected as the new auditing firm for the Foundation.

He announced that the Foundation Annual Report is out, and he distributed copies to the membership. It includes financial information on the Foundation, including a copy of last year's audit and stories on individual donors. He recognized Rachel Cherry and Josh Hollis in Public Affairs for their help with this project.

Public Affairs continues to work on a number of press releases on event and on feature stories related to faculty, staff, students, and alumni. He encouraged the membership to continue to send information to Anika Perkins about all the great things happening at MUW.

Jean Norton, director of sponsored programs, has elected to retire, and this position has been posted and advertised.

Student Services Update -

Dr. Bucky Wesley said that he is excited about Ms. Barnes being the new SGA president with Brandon Newsome as the vice president. The university will continue to look to SGA to help the administration know the students' opinion as decisions are made.

Since the university discontinued W Days, prospective students are now given more personalized visits. These visits are up five percent compared to this time last year. There also has been an 82 percent increase in phone calls, and over 80,000 emails have been sent.

McDevitt Day for community college transfers yesterday went well with 51 in attendance. This is a 10 percent increase from last year.

Bryant Cook gave a presentation about the MUW website. In addition to needing to make many updates, another focus is to make the website look consistent. A program called Content Management, which costs more than \$20,000, would speed up this process. He requested that when individuals make changes to pages on the website to let him know because of the problem with duplicate files.

Police Department/Human Resources Update -

In the absence of Perry Sansing, Chief Calvin Sellers reported that Linda Halbert of MSMS found a student's wallet that contained \$1,200. Ms. Halbert turned the wallet in and it was returned to its owner.

Faculty Senate Update -

Cathy Young said that Faculty Senate met recently and received a report from Ross Whitwam of the Core Curriculum Committee.

Staff Council Update -

Elbert Spruill announced that Staff Council did a survey of all staff to learn the concerns of the staff and how the Staff Council can better serve the staff. The survey showed that staff members would like to see more communication from Staff Council to the staff, more communication between departments, and more campus-wide staff activities.

SGA Update -

Nicole Dilg needed to leave the meeting early, so, in her absence, Ms. Barnes said that SGA would hold a silent auction to increase the awareness of SGA. The proceeds will go to Cook Elementary School.

Following the regular meeting, the group, absent Dr. Limbert, discussed and approved a new policy statement concerning the appropriate use of university computer and information network resources.