

10/5/07 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Lucy Betcher, Dr. Gary Bouse, Marty Brock, Roger Busby, Dr. Eric Daffron, Dr. Pat Donat, Dr. Jim Fitzgerald, Carol Frazier, Melanie Freeman, Dave Haffly, Dr. Joyce Hunt, Debra George, Gail Gunter, Andrea Holcombe, Dr. Richard Holden, Chris Holland, Chris Jenkins for Anika Perkins, Dr. Hal Jenkins, Angela Jones for Nora Miller, Tonya Moak, Larry Jones, Dr. Sandra Jordan, Dr. Claudia Limbert, Cay Lollar, Dan Miller, Dr. Bridget Pieschel, Dr. Tom Richardson, Mary Margaret Roberts, Perry Sansing, Wahnee Sherman, Amy Swingle, Rhonda Thomas, Dr. Bucky Wesley, Sam Wise, and Cathy Young.

Absent: Angie Atkins, Dr. Suzanne Bean, Becky Cade, Cassie Derden, Nicole Dilg, Robin Holliman, Dr. Dorothy Kerzel, Carla Lowery, Irene Miller, Dr. Barbara Moore, and Calvin Sellers.

Dr. Claudia Limbert called the meeting to order.

The minutes from September 2007 were approved.

University Update - Dr. Limbert said the university needed to continue to keep the financial affairs of the institution in the forefront and that enrollment and retention are very important. The “MUW 20/20: Envisioning Our Future/Fulfilling Our Promise” envisioning exercise will take place October 29. This will be a great opportunity for campus and community people to come together to brainstorm ideas for the university’s future. Campus reports show that the Police Department finds many doors, windows, and buildings left unlocked after hours. She urged members to spread the word that these should be locked for both safety and security of equipment reasons.

Academic Affairs Update - Dr. Jordan stated that mid-term exams are coming up and that students and professors will be busy. Carol Frazier is organizing workshops to help students with their skills. A memorandum of agreement has been signed for the Culinary Arts Institute and the National Guard to work together. Culinary Arts will be assisting the National Guard’s 18-member cooking team that competes nationally by providing training. The College of Business is working with Columbus Air Force Base on the delivery of degree programs at the Base. This program will tentatively launch in January 2008. Dr. Pat Donat and many others have been working with the West Point School District and hope to work with other K-12 schools on projects. The university plans to submit this program as an IHL Best Practice. The College of Education is working with the Columbus School District on a project. The Welty Symposium is scheduled for October 18-20, and the Theatre Department will present a play in conjunction with the Symposium. The Faculty Art Show is up and displays the wonderful talent of MUW’s art faculty. A faculty development workshop will be held October 26. The Chairs Council has met twice so far this semester. The group is exploring areas that can be Best Practices. Eight proposals were submitted for the Teaching Circles with over 40 faculty members involved. The university will no longer have W Days. These will be replaced with events-based recruiting to better introduce prospective students to aspects of the university that most interest them. The Honors Program has bi-weekly forums. Dr. Eric Daffron said last night’s one-woman play for the Honors Forum was well attended by both on- and off- campus people. The Women’s Center

for Entrepreneurship will conduct a workshop next Tuesday night to help with economic development in the community. Dr. Barbara Moore is organizing continuing education workshops and is open to suggestions. The Art Department has developed table tents with information about coming art, music, and theatre events. The hope is that these tents will be placed throughout the community to encourage community attendance.

Dr. Limbert explained that IHL Best Practices is a competition among the institutions and is designed to highlight efforts that create efficient and effective practices initiated at institutions. Each institution can submit five nominations for a Best Practice with cash awards going to the first and second place winners in each category.

Finance and Administration Update - Ms. Angela Jones (for Ms. Nora Miller) reported that the university is continuing to closely monitor the budget. As was mentioned at last month's meeting, tuition revenues are estimated to be down about \$450,000 for the year, and the university is preparing for a shortfall in our appropriations from state sales tax. Notice was received earlier this week that sales tax collections were down again, and, for the second time, the monthly allocation was cut short by more than \$19,000. Ms. Tonya Moak added that the internal auditor position mandated by the IHL Board also will effect the budget. IHL's budget hearing before the Joint Legislative Budget Committee was held September 25 with IHL requesting a 33 percent increase and an additional salary increase on top of that. The presentation focused on faculty salaries being 15 percent below the SREB average, inflation causing a decrease in purchasing power, IHL's tuition increase being the third lowest in the SREB from 2000 to 2006, IHL's percentage tuition increase being less than the community and junior colleges, and IHL having more state-owned buildings than any other segment of state government with most being over 25 years old. The presentation ended by listing the economic, social, and individual benefits of higher education. Mr. Perry Sansing noted that the legislature gives one single amount to higher education and then the IHL Board allocates the money to the universities. IHL is asking for more money. Higher education needs statutory funding like K-12 and the community colleges because higher education ends up third in funding. Mr. Sansing also noted that internal equity was discussed at the budget hearings. The appropriations per FTE varied between the schools that had grown and those that had stable or decreasing enrollments. By "holding harmless" those schools that had not grown, that variance has grown to an amount that the Board feels cannot be addressed without additional funding provided by the legislature. With MUW receiving the highest appropriation per FTE, the university needs to focus on quality. Dr. Jordan added that the Board needs to look at the total amount of dollars available per student because MUW more heavily relies on state appropriations compared to the larger schools that has more grant money and other sources of revenue. When asked by Dr. Gary Bouse when in recent years the system experienced the highest salary increases, Mr. Sansing answered that it was the mid- to late nineties. Dr. Bouse also asked how likely it is that IHL will receive the 33 percent increase in funding it requested, and Mr. Sansing said it is not likely but that much is up in the air politically. Ms. Jones continued with the construction report. She said of the 26 projects IHL presented at the budget hearing, MUW's projects were prioritized at number one (fire suppression), number eight (library construction phase I), and number 15 (renovation of Fine Arts). Since most of the cost for the Fine Arts project has been met by FEMA, this will be a greatly reduced request. Advertising for bids on the Fine Arts project will go out within the month with plans to push for the remaining funds of \$1.1 million at the beginning of the 2008

legislative session so the project can be completed before the end of 2008. The university is awaiting IHL approval of the architects selection for the expansion and renovation of the library. The university selected Burris/Wagnon architects. Both Dr. Jordan and Mr. Sam Wise interjected that they were impressed with this firm. There is still no bid date for the Poindexter project, and the architect and the Bureau are aware that any other R&R projects are on hold until we have a final dollar amount on Poindexter. There was a bid date last week to start some of the storm drainage exploratory work. A good bid within the project budget was received, so the Bureau will award that contract this month. Facilities Management sent out a customer service satisfaction survey and all are encouraged to completed it. After last month's incident with space rental in Hogarth Student Center and other incidents at Carrier Lodge, some changes were made in the operating procedures for the reservation of facilities by individuals. The use of Carrier Lodge will be limited to university organizations and offices, and the use of Hogarth Student Center by individuals or non-university organizations and offices will be limited to daytime use.

Institutional Advancement Update - Dr. Bouse stated that last week's Welty Gala with speaker Michael Beschloss, a presidential historian, was well received, and he thanked Ms. Mary Margaret Roberts for her hard work on this annual event. Ms. Roberts added that the university was fortunate that Mr. Beschloss arrived early and was able to meet with the Honors students. Student callers with the Telefund are in their third week of calling donors, and this is going well. The university has many donor dinners set up for the coming months. Alumni Relations is working with Career Services and Admissions to coordinate how alumni can assist in these two areas. Homecoming is set for April 18-20, 2008, and Alumni Relations is working with the class of 1958, who will be the newest Golden Girls, on the details for the weekend. Alumni Connections, an electronic newsletter, has been well-received. The new process of sending monthly account statements to account managers also is going well.

Student Services Update - Dr. Bucky Wesley reported that the Enrollment Management Plan meeting will be held after the Administrative Council meeting. The Student Recruitment Marketing Committee chaired by Dr. Marty Hatton will look at the recruiting materials used. Admissions is hosting several programs with alumni to prepare them to help with recruitment. Career Services has started a new program called College Central Network. One component of this program is a mentoring aspect for alumni to take part in. The Recreation Center logged 40,000 contact hours last year, which is a 30 percent increase. For 2006-2007, Admissions sent out 113,000 recruiting materials and 83,000 emails, made 5,300 calls, and made 550 visits to high schools and community colleges. The recruiting activities for fall 2008 are underway. Chris Holland, director of community living, has accepted a position with a university in Vermont to serve as the dean of students. He will begin in January.

Human Resources and Police Department Update - Mr. Sansing reported on Judge Dorothy Colom's ruling which was in favor of the alumnae association and against MUW and IHL. IHL says this decision has constitutional implications to the IHL system. Therefore, it is up to IHL whether the decision will be appealed to a higher court and the request be made for a stay in judgement. The IHL Legal Committee has met to discuss this issue, and the full IHL Board will meet for a retreat October 16. However, the Board may meet before this date to discuss this issue. Dr. Limbert added that she initiated a nice discussion this week with Susan Puckett,

president of the alumnae association.

Faculty Senate Update - Cathy Young stated that she hopes the good open/live discussion on campus will continue. The Lunch and Linger in the Library was a great opportunity to meet and visit with one another. The Faculty Senate has met twice this semester. The goals of the Faculty Senate are to learn what to do when questionable student behavior is encountered (A workshop will be held on this.), to develop a faculty exit survey that will be beneficial to the entire institution, to encourage and build on the recruitment skills of faculty, and to come up with more ways to bring the university community together.

Dr. Limbert announced that Robin Holliman, chair of the Staff Council, and Nicole Dilg, president of SGA, could not attend the meeting but would give reports next month.