

12/5/07 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Lucy Betcher, Marty Brock, Dr. Eric Daffron, Cassie Derden, Dr. Pat Donat, Carol Frazier, Melanie Freeman, Debra George, Gail Gunter, Dave Haffly, Dr. Richard Holden for Cathy Young, Chris Holland, Robin Holliman, Dr. Joyce Hunt, Dr. Hal Jenkins, Larry Jones, Dr. Sandra Jordan, Jody Kennedy for Sam Wise, Dr. Dorothy Kerzel, Dr. Claudia Limbert, Cay Lollar, Carla Lowery, Dan Miller, Irene Miller, Nora Miller, Tonya Moak, Dr. Barbara Moore, Dr. Bridget Pieschel, Dr. Tom Richardson, Wahnee Sherman, Amy Swingle, Rhonda Thomas, and Dr. Bucky Wesley.

Absent: Angie Atkins, Dr. Suzanne Bean, Dr. Gary Bouse, Roger Busby, Becky Cade, Nicole Dilg, Dr. Jim Fitzgerald, Andrea Holcombe, Anika Perkins, Mary Margaret Roberts, Perry Sansing, and Calvin Sellers.

Dr. Claudia Limbert called the meeting to order.

The minutes from November 2007 were approved.

Academic Update - Dr. Sandra Jordan reported that Scholars Day last week was a success. Fewer students participated, but they were more engaged. The curriculum revision process is going well with another meeting scheduled this Friday. She thanked Dr. Limbert and others for their support during her first semester at MUW.

IHL Strategic Planning Goals - Dr. Jordan distributed a copy of IHL's strategic plan for 2007-08 through 2014-15. The main goal of the strategic plan is to increase the number and quality of baccalaureate graduates. Dr. Jordan said the plan will have an enormous impact on MUW. MUW's strategic planning process is ongoing and the current plan will conclude in 2009. Thus, the university is beginning the foundational work for the next planning cycle and the new IHL's strategic goals will need to be incorporated in our planning discussions. The university is clearly being pushed to expand educational opportunities to more Mississippians and being required to be more accountable and responsive to state goals.

First-Year Student Retention Report - Dr. Eric Daffron and Dr. Pat Donat gave this report. The analysis was done using first-year students enrolled in two sections of EN 101 and six sections of MA 113 during the fall 2006 semester. One-on-one tutorials and pre-test study sessions were added with the expectation that those who took advantage of the supplementary study sessions offered would be more successful. Data collected came from Banner, surveys of the students, and attendance records. Sixty percent of the students did not attend the study sessions, and 61 % of the students were retained. Recommendations as a result of this study are the university should begin to collect family educational attainment data, develop additional strategies to recruit well-prepared students and to support the success of under-prepared students, study strategies for awarding of institutional aid to best support student retention, encourage full academic engagement and program completion through 15+ hour enrollment, develop additional early intervention programs for addressing absences, and develop strategies to reduce rates of NC, W, and F grades in key general education courses. Other possible strategies for addressing retention rates are designing additional learning communities, offering alternative delivery

methods, enhancing academic support services, designing credit-recovery methods, creating alternatives to academic suspension, creating a general studies major to help the under-prepared students, and creating a Retention Task Force.

UN 101 Survey - Dr. Patricia Donat and Dr. Amy Pardo gave this report. There were 146 respondents out of 238 total enrolled students in the UN 101 survey. The survey, which was administered at the beginning of the fall 2007 semester, examined such info as percent of family who graduated with a college degree, size of hometowns, voting status, regular exercise, cigarette smoker, car ownership, qualification of free/reduced lunches, and importance of religion, marriage and children. It also asked about their expectations for making new friends at college, faculty relationships, academic performance, student behavior, employment, grades, plans following graduation, GPA, and class attendance. The results showed that students, particularly Caucasian students, who made As and Bs in high school felt that they also would perform well at college, had high expectations for caring advisors and faculty members, anticipated making new friends, and planned to attend class regularly. The UN 101 post survey will assess students' experiences during the first semester, use of campus facilities and services, knowledge of campus policies and procedures, plans for subsequent semesters, participation in the Common Reading Initiative, and ratings of UN 101 course components.

IPEDS Data Feedback Report - Carla Lowery gave this report. MUW was placed in a comparison group of 31 institutions by IPEDS based on similar characteristics (size and scope) and the Carnegie classification of public masters colleges and universities. The results show that MUW's total enrollment is lower than the average. MUW has a similar number of white students enrolled but much larger numbers of blacks and women. ACT scores are similar to the other universities. Other measures were similar with the exception that MUW had higher freshmen to sophomore retention rates and 17 % higher graduation rate of nonresident aliens. MUW awards fewer bachelors degrees, more associates degrees and similar masters degrees. Tuition at MUW is approximately \$1,300 less than the average for full-time-, first-time, degree/certificate-seeking undergraduates. Forty-six percent more MUW students receive institutional grants while 11% less have loans. MUW students receive an average of \$4,100 in institutional grants compared to \$2,377 average at the other institutions while MUW students receive a similar amount in federal grants and much less in state and local grants compared to the other institutions. MUW faculty members have average lower salaries in the categories of all ranks, professor, associate professor, and assistant professor, but a similar average salary for instructors.

Dr. Jordan made a motion that MUW support the collection of data tied to individual student IDs to be matched with Banner. The motion passed.

Finance and Administration Update - Nora Miller announced that the bid opening for Fine Arts will be this Thursday afternoon. The faculty and staff in Painter Hall met with the architect working on the project. The architect also is meeting with the State Department of Archives and History next week, and there should be a February bid date for the project. Staff changes at the Bureau of Buildings has caused delays for the bid date for Poindexter and preplanning for the library. She has not received word yet on the university's November allocation of the Educational Enhancement tax proceeds. She hopes it will be better this month. So far MUW is

short a little over \$100,000 through October. Later today the Joint Legislative Budget Commission will release their legislative budget recommendations for the next fiscal year. The LBR amount is what will be used to draw the initial legislation for IHL's appropriations bills when the Legislature begins its session in January. She is hoping the LBR to be at best level funding less vacant positions. The Governor's Office also is preparing the budget recommendation for next year with expected reductions of 2% to 5% from current general fund appropriations for all state agencies. For MUW, that could mean a \$272,000 to \$680,000 reduction. Following the legislative session, which is expected to be longer than usual, there is one lump sum appropriated for the eight public universities, and the allocation is determined by the IHL Board. IHL is possibly looking at equity funding based on appropriations per student FTE. With MUW's appropriations per FTE being the highest in the system, MUW is in a vulnerable position when the other institutions start clamoring for equity. IHL had a meeting on equity funding last week, and Dr. Limbert has asked Dr. Tom Meredith, IHL Commissioner, to schedule a time to discuss that issue with the campus. Dr. Jordan added that everyone should make every effort to attend because it will show that the campus is concerned about funding. All ID cards on campus will need to be encoded with new ID numbers for the spring semester. Once users are sure they will no longer be using the card for residence hall access, meal plans or recreation in December, they should go to the ID office in McDevitt to have cards encoded. Eileen Van Der Weele will be here beginning this Friday as the Director of Internal Audit. Her office will be on the second floor of the Hogarth Student Center.

Institutional Advancement Update - In the absence of Dr. Gary Bouse, Debra George reported that the Telefund is finished for the semester with contributions and pledges up from last year. Jean Norton in the Development Office has returned to work part-time following an illness. In Public Affairs, the search for a new web master continues. Interviews have taken place on campus and the committee hopes to make a recommendation soon. The fall edition of Visions that was delayed should be out by the end of the year. Alumni Relations instigated a new Chat and Connect program to replace the alumni listserve. It has many upgrades and provides users with more options. There is a Homecoming 2008 planning meeting today. The dates for Homecoming are April 20-22, 2008. Preparations are being made for a new alumni directory, and an alumni trip to Italy is being planned for fall 2008.

Student Services Update - Dr. Bucky Wesley wished Chris Holland well in his new job. There are three candidates for the Director of Community Living with campus interviews to be held soon. Admissions and Alumni Relations have worked together to offer training sessions for alumni interested in helping with recruitment, and the information will soon be available online. Campus Recreation is moving to holiday hours starting Monday. Residence Halls close this Saturday at noon with a few students remaining. The Hearin Leadership Conference is scheduled for January 25-27.

Police Department/Human Resources Update - In Perry Sansing's absence, Dr. Limbert said that MUW will be signing a memorandum of understanding with the Columbus Police Department that specifies the Columbus Police Department will be in charge in the case of an active shooter on university property. One MUW police officer will receive special training. The MOU will need formal IHL approval.

Faculty Senate Update - In the absence of Cathy Young, Richard Holden reported that the Faculty Senate continues with policy reviews, particularly the one on post-tenure review, and the 20/20 progress.

Staff Council Update - Robin Holliman said the Staff Council food drive went well and thanked everyone for their participation. The Staff Christmas Party is scheduled for December 14 in conjunction with a toy drive for the Salvation Army.

SGA Update - Irene Miller stated that the grand opening for the redecorated coffee shop went well. Games and curtains will be added. There are new Goose hours. A spring Bachelor Bid is being planned to benefit an educational cause. SGA representatives plan to speak with Dr. Jordan about the online academic calendar.

Following the regular meeting, the group, absent Dr. Limbert, discussed a policy concerning appropriate use of computer resources. The group voted to accept this policy into the review process.