

## **6/6/14 Administrative Council Meeting Minutes**

**In attendance:** LeAnn Alexander, Dewey Blansett, Dr. Jim Borsig, Cheryl Bowen, Dr. Kate Brown, James Denney, Melanie Freeman, Gail Gunter, Dave Haffly, Dr. Marty Hatton, Dr. Sue Jolly-Smith, Jim Jones, Carla Lowery, Dr. Jennifer Miles, Shelley Moss, Nicole Patrick, Danny Patton, Tammy Prather, Dr. Monica Riley, Andrea Stevens, Dr. Scott Tollison, and Ken Widner.

Dr. Jim Borsig called the meeting to order.

### **Minutes -**

Following a motion by Danny Patton and a second by Shelley Moss, the minutes from the May 2014 meeting were approved.

### **University Update –**

Dr. Borsig reported that MUW's athletic consultant Dr. Kurt Patberg continues his work. Conference affiliation and competition remain the biggest challenges. Dr. Borsig anticipates receiving the final report in July.

Dr. Borsig said that the university's budget was submitted to IHL this week and will be considered for approval at the June IHL Board meeting. The budget includes funding for technology and fully funding the Center for Teaching and Learning and the Student Success Center, including the funding to hire navigators for each college. Other items included are a pool of money for faculty pay increases and funding for staff merit increases. He noted that MUW's semester credit hour productivity has been up because of nursing, but it has now leveled off. MUW now needs to focus on retention, particularly in faculty involvement in retention. MUW has to make changes to be competitive.

Dr. Borsig announced that Karen Clay is responsible for the research leading to the redesign of the policy process. More work also needs to be done at the beginning of the process rather than at the end of the approval process.

He said the PIE Council will be redesigned with Carla Lowery helping him take the lead on university planning. He wants this completed by the end of the calendar year.

Dr. Borsig noted that IHL also is looking at admissions standards. He said MUW will not recommend changes to our admissions standards. He said the Legislature has an interest in this.

Dr. Borsig concluded by saying that MUW will need to continue to work hard and to adapt to change. He is confident in the university's ability to face these challenges.

### **Other Updates –**

Melanie Freeman reported that supervisors have received emails with information about the new performance appraisal system, spreadsheets listing those they supervise, and the forms for the appraisals. The appraisals are due to the supervising President's Cabinet

members by June 12. The forms will be returned to the supervisors by June 25 to allow time for supervisors to meet with their employees about the appraisals.

Ms. Lowery said that students who took classes in the spring but haven't enrolled for the fall because they have financial holds will have their financial holds removed if the hold is for \$500 or less. However, the transcript hold will remain on their accounts. Students will be informed of these changes through emails and an eblast.

Shelley Moss noted that the director of international services is leaving the university. Ms. Moss will handle all international needs until an interim director is in place.

Dr. Borsig said that announcements should come out soon about the Dean of the College of Arts and Sciences and the Director of the Student Success Center.

Dr. Borsig also reminded the group that the July meeting of the Administrative Council is subject to call.