

3/5/10 Administrative Council Meeting Minutes

In attendance: Lana Allen, Angie Atkins, Dr. Mark Bean, Dr. Gary Bouse, Roger Busby, Dr. Eric Daffron, James Denney, Cassie Derden, Lynn Dobbs for Cay Lollar, Melanie Freeman, Gail Gunter, Dave Haffly, Jessica Harpole, Andrea Holcombe, Ivey Ivy for Robin Holliman, Dr. Sue Jolly-Smith, Larry Jones, Dr. Claudia Limbert, Dr. Bill Mayfield, Dan Miller, Nora Miller, Tonya Moak, Sirena Parker, Anika Perkins, Dr. Bridget Pieschel, Dr. Tom Richardson, Suzanne Ries, Mary Margaret Roberts, Perry Sansing, Dr. Scott Tollison, Sam Wise, and Cathy Young.

Absent: Dr. Sheila Adams, Kristen Barnes, Dr. Suzanne Bean, Lucy Betcher, Phillip Cockrell, Bryant Cook, Carol Frazier, Dr. Hal Jenkins, Kennedy Meaders, Brandon Newsome, Eileen Van Der Weele, Dr. Tom Velek, and Dr. Bucky Wesley.

Dr. Claudia Limbert called the meeting to order.

Minutes -

The minutes from February 2010 were approved.

University Update –

Dr. Limbert said she has received questions on campus about when will MUW get an interim president. Dr. Hank Bounds at IHL says that MUW will get an interim president the last month of Dr. Limbert's presidency so they will have a chance to work together before she retires.

The campus will be open for spring break this year. At the direction of IHL, MUW will not be allowed to close that week for cost savings as was done last year.

She then spoke to the group about the issue of shared services or consolidation of back-office operations that was announced recently. Contrary to what some people are saying, this economic condition is very real and will not get better any time soon. The biggest loss will come in FY 12. Every institution and agency in the state is facing the same problem. The smaller institutions will be hit the hardest, but the bigger institutions also are being hit and will have to lay people off. IHL has directed MUW and MSU to work together on consolidating some back-office operations. She believes this will be the pilot with other smaller and larger institutions pairing up in the future. This is common in other states. The goal is to save money but not to add additional costs to MSU and not to hurt the academic integrity of the university. MUW needs to be part of the solution by bravely facing up to this and working together. Nora Miller is the coordinator for MUW. Dr. Mike McGrevey, Ms. Miller's counterpart at MSU, is the coordinator for MSU. She called on Ms. Miller to make comments about the process.

Ms. Miller said that in order to maximize cost savings, all areas for opportunities for shared services will be considered. Some will lend themselves to sharing without Banner being a major driver. For other areas, the direction that shared services can take is dependent upon how to move forward with Banner.

The initial meeting with MSU was held last week where this was discussed. They looked at three distinct possibilities for “sharing” Banner:

1. Separate Banner systems – with MSU maintaining MUW’s Banner on separate hardware. Resulting cost savings would be very limited under this option.
2. Running separate instances of Banner on the same hardware at MSU. Additional savings over option #1 would be limited to replacement and maintenance of separate hardware.
3. Running the same Banner. This stretches savings out to functional areas. Savings will result from having the same processes – allowing for true shared services.

As the third option appears to have the greatest opportunity for cost savings, work will focus on what this would look like and what net savings can be generated from sharing these services.

For both Banner-driven and non-Banner driven areas:

- Sub-teams will be formed – comprised of both MSU and MUW team members in the functional areas. The sub-teams charge will be to find opportunities for shared services and for savings.
- Sub-teams will document current processes focusing on the commonalities (same processes/policies/guidelines that govern actions), identifying opportunities for shared services.
- The teams should consider what MSU is currently doing, what MUW is currently doing and what could serve both institutions going forward.

MUW will lose over \$4 million in state appropriations this current year through FY 2012. Additional losses in purchasing power of over \$2 million also will be absorbed. Continuing operations as they currently are simply is not an option. Jobs will be lost. These will be sensitive issues that will make people uncomfortable.

As directors and administrators, the task is finding a way to make this work and to preserve MUW’s academic integrity, its future as a viable campus of higher education, and its place in the community. This is the opportunity to be a part of that solution. As Dr. Wesley said in the directors meeting this week, when discussing biblical history, no one mentions all the Israelites who died along the way in the desert. If we’re looking for the “bright side” of this situation, it’s up to us to see that MUW is a viable, stand-alone institution at the end of this process.

MSU is facing similar budget reductions. Because of their size and their research mission, they have some options that are not available to MUW. They are generously giving their time to help MUW find a way to bridge the budget gap. This is a tight timeline, and the process cannot be held up.

Based on the expected budget timeline, a final plan for implementation will need to be developed no later than April 30 and then presented at the May IHL Board meeting. Updates to the Board will most likely be made at both the March and the April IHL meetings. Developing these functional teams and setting up initial meetings will start in the next two weeks. Initial MUW appointments to the sub-teams have been made. More people may be added. Also, others may be asked to serve as resources for these sub-teams as they collect data and perform analyses.

All of the President's Cabinet will be involved in these discussions and in the ongoing processes. This will be an evolving process. She does not know what the outcome will look like, but it's up to MUW to develop the best way forward. Active cooperation and participation is crucial to MUW's success.

Dr. Mark Bean asked how decisions will be made regarding specific positions being eliminated. He wanted to know if years of service will be considered. Ms. Miller said that each institution will make its own decisions.

Dr. Eric Daffron asked how data integrity will be controlled. Ms. Miller responded that there will have to be walls where we can control our own data.

Sam Wise commented that he recently attended a Sodexo meeting at which all facility directors were present. Most all of them, from many different states, noted that their universities are experiencing hard economic times, many of them worse than MUW.

Academic Affairs Update -

In the absence of Dr. Jenkins, Dr. Daffron announced that the 14-member committee has finished its work on the SACS 5-year report and that it will be sent to SACS on Monday.

Dr. Limbert recognized Dr. Daffron for his hard work and congratulated him on the new position he will take in New Jersey later this year. She said Dr. Jenkins is working on an internal process for Dr. Daffron's replacement.

Dr. Sue Jolly-Smith recently participated in a state-wide meeting on making it easier for elementary education majors to transition from the community colleges to the 4-year institutions.

Dr. Bill Mayfield reported that his college's recent ACBSP accreditation visit went well. He has received the preliminary report that includes two concerns: assessment and doctoral coverage of courses. Several of his professors have recently earned doctorates, so this just needs to be reported.

Finance & Administration Update -

Ms. Nora Miller said that there will be an April bid date on Poindexter. Once the bids are in, they will know how much bond money will be available to continue with fire suppression projects in the residence halls.

Two bond bills have been introduced this legislative session – one in the House and one in the Senate. The House bill includes \$140 million for various IHL projects, including \$6 million for MUW. The Senate bill has \$59.5 million for IHL, including \$2.5 million for MUW. The \$6 million would allow MUW to continue fire suppression, to address some ADA and other life safety/code issues, to fund energy projects to assist with utility cost savings, and to provide for some smaller, much needed R & R projects. \$2.5 million would not go nearly as far, but every bit helps. Neither bill has funding for the expansion and renovation of the library, which would be about \$6.1 million for phase 1.

Student Services Update –

In the absence of Dr. Bucky Wesley, Cassie Derden announced that Scholars Day is set for today with many visitors on campus.

Serena Parker reported that 400 students participated in Room Draw. Also, the tree dedication in honor of the four MUW students who were lost in the Birmingham fire earlier this year will take place April 29 at 2 p.m. in front of Kincannon.

Institutional Advancement Update -

Dr. Gary Bouse said the telefund students are still calling alumni, and a mailer will go out later this semester.

The Foundation Board of Directors met last week, and the group is working on donor retention.

The university had a good visit from Glen Coffey yesterday, and he called on Cathy Young to report. Ms. Young reminded the group that Mr. Coffey and his family recently gave the university a large collection of Eudora Welty books. Yesterday they donated a large collection of William Faulkner books. She believes it is a good possibility that they also may donate a very large military history collection.

Dr. Bouse continued his report by saying that media come to campus from time to time to cover events, but sometimes they make surprise visits. If that happens, please let Anika Perkins in Public Affairs know. If you are unable to meet with them at the time, it is okay to ask for their name and number to contact them at a more convenient time.

Police Department/Human Resources Update -

No report.

Faculty Senate Update -

No report.

Staff Council Update -

No report.

SGA Update –

No report.

Policies –

The Administrative Council voted to approve PS 1312 (Post Tenure Review) and to accept new policy (MUW Council of Chairs) into the review process. Additionally, a new policy (Graduate Student Scholastic Appeals Committee) went through the review process earlier this academic year but was disapproved by the President. A couple of minor changes have been made, and, at the recommendation of Graduate Council, the Administrative Council voted to send this policy directly to the President for final approval without repeating the review process.