

## **12/3/10 Administrative Council Meeting Minutes**

**In attendance:** Dr. Sheila Adams, Angie Atkins, Dr. Gary Bouse, Allegra Brigham, Kate Brown, Lesia Bryant (MSU), Dr. Gloria Bunnell, Melanie Freeman, Gail Gunter, Dave Haffly, Jessica Harpole, Dr. Marty Hatton, Andrea Holcombe, Larry Jones, Mary Jo Kirkpatrick, Dr. Bill Mayfield, Kennedy Meaders, Nora Miller, Brandon Newsome, Sirena Parker, Anika Perkins, Tammy Prather, Mary Margaret Roberts, Perry Sansing, Lindsey Shellnut, Susan Soblely, Sarah Sumners, and Dr. Quiteya Walker.

**Absent:** Lucy Betcher, Roger Busby, Phillip Cockrell, Bryant Cook, Johnnie Sue Cooper, James Denney, Cassie Derden, Dr. Hal Jenkins, Dr. Sue Jolly-Smith, Dan Miller, Dr. Tom Richardson, Lana Robinson, Dr. Roy Ruby, Dr. Tom Velek, and Leander Williams.

Ms. Allegra Brigham called the meeting to order. She announced that Dr. Tom Richardson's mother passed away this week and that the campus' thoughts and prayers are with him and his family.

### **Minutes** -

The minutes from the November 2010 meeting were approved.

### **President's Report** –

Ms. Brigham asked Mary Margaret Roberts to report on alumni news.

- Mary Margaret said MUW has hosted many alumni events across the state this semester. The last one for the semester was held on the Coast, and it was a very successful event with many in attendance, including several spouses. There will be additional alumni gatherings in the spring.
- The Alumni Association will hold its elections in the spring, and the nominating committee is busy taking nominations.
- The Office of Alumni Relations is gearing up for Homecoming, which is set for April 15-16.

Ms. Brigham added that she attended the class of 1947 lunch recently. She also said that the university is moving forward with the reconciliation of the two alumni groups. She has received a resolution from the past presidents of the past association supporting reconciliation. The big hurdle now is getting an affiliation agreement approved by all groups.

She attended the American Association of State Colleges and Universities conference this past month. The big issue was the Blue Ribbon report on education and how to make the education system in the United States better.

She also attended the Mississippi Economic Council Board retreat last month. The hot topic for that group is Blue Print Mississippi, which has a large component about improving education in Mississippi.

The first Celebrate Educators event was held on campus with the Columbus-Lowndes Development Link. Almost all public and private teachers in the Columbus and Lowndes County school systems attended. There has been a great deal of positive feedback, so the plans are to make this an annual event.

The university is working on a study of how to make better use of the campus facilities for the community.

There are several events going on today: Mississippi Hall of Master Teachers, December Graduates' Recognition Ceremony, and the Chorale concert.

The Town & Tower Christmas luncheon will be held next week.

#### **Academic Affairs Update -**

In the absence of Dr. Hal Jenkins, Dr. Marty Hatton announced that there will be four new inductees into the Mississippi Hall of Master Teachers.

On behalf of James Denney, faculty members were encouraged to fill out grant interest forms so James can be aware of the areas of interest.

The Center for Creative Learning has received monies for the fifth year of the Crossroads Grant.

The Action Assessment Plans are due in January.

Dr. Quiteya Walker mentioned the Retention Task Force. MUW is third from the lowest in retention, so MUW needs to work harder in this area. The committee will be looking many things, including academic probation and suspension. There are two representatives from each college on the committee.

Ms. Brigham added that retention is a concern both for IHL and the Legislature. Increasing retention also will help increase enrollment.

#### **Finance & Administration Update -**

Nora Miller said the Governor presented his Executive Budget Recommendation a couple of weeks ago for the year beginning July 1, 2011. A brief analysis was sent to this group. Basically it includes a 3.2% cut for on- and off-campus budgets and a recommendation for \$20 million to fund administrative software for the 4 smaller IHLs. The average reduction for all agencies was 8%, so comparatively higher education fared pretty well. There has been no word about the \$20 million software package. The Joint Legislative Budget Committee is scheduled to release the LBR (Legislative Budget Recommendation) next Wednesday, December 8. The LBR is traditionally what the legislature starts working from, although recently the EBR was used as a starting part. Expectations are that the LBR reductions will be closer to the 8% state average with the

LBR providing more funds for K-12, Medicaid, Mental Health and other agencies than the Governor had in his budget.

There has been a great deal of activity in Poindexter. The removal and replacement of the existing roof will start soon. As they proceed with the underground electrical work, the campus will have a scheduled power outage that will affect Shattuck next Friday. No other buildings should be impacted by this.

MUW still does not have a notice to proceed date for the storm drainage and street repair, but there has been some activity with them locating underground utilities in the areas where they will be working.

Wireless is coming to MUW in a much broader capacity. Back in May 2007, when Marco Obaid was in ITS, he gave a presentation to Administrative Council on a proposal for wireless that was very favorably received by this body. Requests for more wireless access have appeared in faculty satisfaction surveys, and SGA did a recent survey that showed an overwhelming desire – and a willingness to pay for – expanded access. This would not include the apartments at this time. At the close of last year, MUW set aside \$130,000 from savings for the year to put towards this priority. ITS has spent the last few months meeting with vendors to identify the best products and to negotiate the best price. The order for the equipment has been placed.

MUW has a new contact for vending machines. This will consolidate all vending to one company.

She hopes to come back with an announcement next month about the scholarships for spouses issue. A group of people is working on this.

Human Resources will be using pay cards instead of paychecks beginning in February. All employees will have two choices for receiving pay – by direct deposit or by pay cards.

Lesia Bryant from MSU noted that the Ethics Point reporting system will go live in January. She needs to meet with the MUW point people for the reporting first.

#### **Student Services Update** –

In the absence of Dr. Roy Ruby, Jessica Harpole reported MUW is striving for a National Service Award. She appreciates faculty and staff for reporting volunteer hours. Because of this and adding service learning, MUW's reported hours increased MUW's service hours by 100,000.

#### **Institutional Advancement Update** -

Dr. Gary Bouse said the President's Circle dinner was held recently at the President's home. The President's Circle is the highest giving level for donors to the University.

Dinners for fund raising volunteers have been held in the past month.

The annual end-of-the-year mailing will go out next week.

The Town & Tower holiday luncheon is set for next Wednesday, December 8. Members and nonmembers were encouraged to attend. Recognition will be given to a community person who has given service to the university and a university person who has demonstrated support of the community.

The Columbus-Lowndes Development Link annual meeting was held on campus this week with 275 people attending, and President Brigham was recognized for her service as Chair of the LINK's Board of Directors.

Open Source Training, the company responsible for the Jumbla training sessions, has put together a PDF tutorial. This will be sent to all web content managers across campus next week with an updated web migration report.

**Police Department/Human Resources Update -**

Perry Sansing announced that the Vice President for Student Services Search Committee has received many good applications. The committee will meet again December 13.

The university has parking issues when there are large events on campus. If you know about events that will require additional parking, please Chief Kennedy Meaders know. He has event parking signs.

The university was considering doing shared services with MSU in the area of the police department. MSU's police chief came to campus to look at our services. MUW is not going to do this at this time because it was not a good match. Several positions in MUW's Police Department have been frozen. These positions will be filled in January.

Melanie Freeman reminded the group that today is the last day to do open enrollment for benefits online.

**Faculty Senate Update -**

Dr. Gloria Bunnell requested an extension for the Faculty Senate to discuss the Academic Standards policy and the Whistleblower policy. Because of the winter break, the Faculty Senate does not feel normal 60-day review period is enough time to give these important policies enough consideration. Perry Sansing made a motion to give Faculty Senate until the Administrative Council's February meeting to finish discussions on this policy, and the motion was seconded by Mary Margaret Roberts. Motion carried.

**Staff Council Update -**

Sarah Summers thanked everyone for participation in the annual Thanksgiving basket project. The goal for baskets was exceeded.

Staff Council is in the process of selecting a Staff Member of the Year to be announced at the Staff luncheon on December 14. The staff also is participating in a toy drive for the Salvation Army.

**SGA Update** –

Brandon Newsome said the Getting on One Accord lunch with President Brigham went well. The Freshmen Fiesta event also was a success.

At the last SGA meeting, it was decided to add two more people to the SGA staff including a chief of staff.

He hopes to have the updated SGA website online next week.

The senator drive will start soon.

**Other** –

Ms. Brigham added that the Clarion Ledger had an article about the MUW president's search during Thanksgiving break. It said the search would not begin until after the 2011 legislative session is over. She has not heard anything official from IHL.

Dr. Bill Mayfield said the goal is to have 20 new accepted students for the next term for the V3 College. There are 36 already. He hopes for even more. This means extra income and possibly a savings of five staff positions. He is working on scholarships for community college transfers.

Ms. Brigham wished the members a wonderful holiday season and thanked them for their dedication and commitment.