

## **4/1/11 Administrative Council Meeting Minutes**

**In attendance:** Angie Atkins, Dr. Gary Bouse, Allegra Brigham, Kate Brown, Dr. Gloria Bunnell, James Denney, Cassie Derden, Melanie Freeman, Gail Gunter, Dave Haffly, Jessica Harpole, Dr. Hal Jenkins, Dr. Brian Anderson for Mary Jo Kirkpatrick, Dr. Bill Mayfield, Kennedy Meaders, Brandon Newsome, Anika Perkins, Mary Margaret Roberts, Perry Sansing, Susan Soble, Andrea Stevens, Sarah Sumners, and Dr. Quiteya Walker.

**Absent:** Dr. Sheila Adams, Lucy Betcher, Dewey Blansett, Lesia Bryant (MSU), Roger Busby, Phillip Cockrell, Bryant Cook, Johnnie Sue Cooper, Dr. Marty Hatton, Dr. Sue Jolly-Smith, Larry Jones, Dan Miller, Nora Miller, Sirena Parker, Tammy Prather, Dr. Tom Richardson, Lana Robinson, Dr. Roy Ruby, Lindsey Shellnut, Dr. Tom Velek, and Leander Williams.

Ms. Allegra Brigham called the meeting to order.

### **Minutes** -

Following a motion by Mary Margaret Roberts and a second by Dr. Bill Mayfield, the minutes from the February 2011 meeting were approved.

### **President's Report** -

Ms. Brigham said March was a busy month. She and others participated in many alumni/development gatherings.

Homecoming is scheduled for April 15-16. She encouraged all faculty and staff who are alumni to participate in the activities.

Several times this year she has been hopeful about how close the two alumni groups were to reconciliation. She said they are close again, this time closer than they have ever been. In fact, she hopes reconciliation can happen by Homecoming.

Two new vice presidents have been hired. Dr. Butch Caston will be the new Interim Provost and Vice President for Academic Affairs, and Dr. Jennifer Miles will be the new Vice President for Student Services. They both plan to be here for Homecoming.

Legislatively, MUW still does not know what the budget will be for FY 12. This has been a very difficult session.

### **Academic Affairs Update** -

Dr. Hal Jenkins reported that about \$1,000 in grant funds have received since the last Administrative Council meeting. However, there are many grants still in the process with a couple that look very hopeful. One is for more than \$400,000, and the other is for more than \$2 million.

He encouraged members to visit the alumni art show. He said Robert Gibson thinks this is one of the best the university has ever had.

The Lace Up Program in conjunction with SGA is set for April 14. A group of young people will be on campus for the day to visit mock classes and attend career orientation sessions. There also will be a dinner function.

Also on April 14, he will host a group of Rotarians from Korea.

The College of Education and Human Sciences will have its awards program on April 12.

Dr. Sheila Adams and many nursing faculty are at the Mississippi Organization of Associate Degree Nursing Annual Conference where MUW faculty are the only ones giving presentations.

Ms. Brigham added that nursing had its awards program earlier in the week where many students gave presentations. It was very impressive.

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

Nora Miller was absent because she was attending a University Press of Mississippi meeting, but Ms. Brigham noted that progress continues on Poindexter Hall and the campus is looking great for all the spring events such as Homecoming.

#### **Student Services Update –**

In the absence of Dr. Roy Ruby, Cassie Derden said applications for this fall are up 6.8%.

She announced upcoming events:

- April 8 – early registration for new transfers
- April 11 – early registration for freshmen
- June 10 & 17 – orientation for transfers
- June 13 & 20 – orientation for freshmen

She said orientation will be mandatory for all first-time, degree-seeking freshmen and transfers.

McDevitt Scholars Day was very successful. They saw high GPAs. Participation was down slightly, but transfer applications are up.

There have been over 2,300 financial aid applications.

A bill has been introduced in Congress to end year-round Pell grants which allows students to get money for summer. She hopes this does not pass.

Jessica Harpole said several Student Affairs staffers attended a national conference recently where she gave presentations on the impact of short-term community service and learning outcoming for the Hearin Leadership Program.

About 300 service hours were logged for the last two weeks and about 400 total for March. Many faculty, staff and students participated in a campus clean up day this week during which new plants were planted in three areas of campus.

Students are helping with the Humane Society rummage sale fundraiser.

A flag dedication service was held earlier in the week. Flags representing all the countries in which MUW has students are displayed in Hogarth.

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

Dr. Gary Bouse said MUW is working with CGI on a campus video for the city of Columbus. MUW also will be able to use this video.

He requested all offices let Public Affairs know about camps planned for this summer so the information can be added to the cultural events page on the website.

The summer edition of Visions is scheduled to release the second week of June.

The web migration process is almost complete. All web pages for offices and functional areas except for five have been migrated. He expects those pages to be migrated by April 6. Then the process can begin to redesign the front page and other main pages. There are several offices reviewing content to sites recently migrated. These sites will be proxied once the offices have completed their review of content.

During Homecoming, the university will dedicate the Dorabel Craig Garden.

#### **Police Department/Human Resources Update** -

Perry Sansing reported the Legislature agreed on a budget this week, but IHL has not broken it down by university yet. It appears it will be a 2-3% cut.

In bond money, MUW received about \$5 million for the library renovation and some renovations to Shattuck.

It was recently announced that MUW and MSMS students can park in the same lots.

#### **Faculty Senate Update** -

Dr. Gloria Bunnell said Faculty Senate will have its last meeting of the academic year this month. Elections will be held at that time.

#### **Staff Council Update** -

Staff Council has revamped its Staff Recognition Awards. It is now doing it quarterly instead of monthly. She was pleased that 15-20 nominations were received for this quarter.

Staff Council also is working on updating its page on the website, recently received a box at the post office (W-400), and is planning a Staff Appreciation Picnic in May.

### **SGA Update** –

Sweet Success, an event sponsored by the toastmasters club and the Center for Academic Excellence, was held this week. It was very successful with about 40 students participating.

Other events SGA is working on are Lace Up set for April 14, online SGA elections during April, Panel and Party 2.0 scheduled for April 12 (open forum between SGA and students), and Night at Odys set for April 29 (student awards program). SGA also is planning ahead for Welcome Week 2011.

### **Other** –

Angie Atkins requested that all campus events be put on the EMS program. No matter how large or small the event, or even if the event is being held in that department's building, it is important for the event to be in the system.

Ms. Brigham added that she would like to see one central place on the website where all events can be found. Anika Perkins said there is a university calendar and that she will send a reminder campus email about updating this calendar.

Kate Brown announced that the Roger Wicker Center for Creating Learning is featured on a weekly WCBI program called "Learning Matters."

Dr. Bunnell said her husband, MUW professor Todd Bunnell, is attending physical therapy following knee surgery at Encore. Lee Huckaby, owner of Encore, has hired some MUW Health & Kinesiology students and has told Todd Bunnell how impressed he is with them.

James Denney noted that MUW has received eligibility letters for Title 3 and Title 5.

Dr. Bill Mayfield reported that he took about 15 students to visit the Mississippi College of Law yesterday and the program is very impressed with MUW's students.

Dr. Bouse said the Lowndes County Association of Educators will hold a forum at MUW on April 28 in advance of the Lowndes County superintendent election.

Mary Margaret Roberts said alumni events have been held in Indianola, Memphis, Nashville, Huntsville, Mobile, Louisville and Starkville this month. Many spouses have attended these events. Homecoming is set for April 15-16. The Student Alumni Ambassadors are selling t-shirts for Homecoming. Also, the Student Programming Board is planning several student events in advance of Homecoming. Alumni Association Board elections were held recently with new board members Amy Tate, Andy Thaggard and Jan Walker being added. Alumni Association awards will be given during Homecoming. Dr. Shirley Model who has had a very distinguished medical career will receive the Distinguished Achievement Award. Renee Flynt will receive the Alumni Service Award, and Phillip Cockrell will receive the Recent Graduate Award.

Ms. Brigham noted that Dr. Jenkins will be retiring soon. His retirement party will be scheduled for late April or early May. Dr. Miles, the new VPSS, will start May 9, and Dr. Caston also will be at MUW in May. Brandon Newsome will graduate from MUW in May and plans to attend medical school. Dr. Quiteya Walker will leave MUW on May 4 to accept the position of Assistant Professor in the Master Rehabilitation Counseling Program at Albany State University.

**Policies** –

Following a motion by Dr. Bill Mayfield and a second by Gail Gunter, the Administrative Council voted to approve PS 3538 (Planning and Institutional Effectiveness (PIE) Council with one change.

Following a motion by Dr. Bill Mayfield and a second by Mary Margaret Roberts, the Administrative Council voted to approve PS 6704 (MUW Faculty and Staff Drug and Alcohol Policy).