

## **5/6/11 Administrative Council Meeting Minutes**

**In attendance:** Dewey Blansett, Dr. Gary Bouse, Allegra Brigham, Kate Brown, Lesia Bryant, Dr. Gloria Bunnell, Phillip Cockrell, Cassie Derden, Melanie Freeman, Gail Gunter, Dave Haffly, Jessica Harpole, Dr. Marty Hatton, Dr. Hal Jenkins, Dr. Sue Jolly-Smith, Larry Jones, Dr. Bill Mayfield, Kennedy Meaders, Nora Miller, Brandon Newsome, Sirena Parker, Anika Perkins, Dr. Tom Richardson, Mary Margaret Roberts, Perry Sansing, Lindsey Susan Sobley, Andrea Stevens, and Sarah Sumners.

**Absent:** Dr. Sheila Adams, Angie Atkins, Lucy Betcher, Roger Busby, Dr. Butch Caston, Bryant Cook, Johnnie Sue Wijewardane, James Denney, Dan Miller, Tammy Prather, Lana Robinson, Kimberly Taylor-Gathings, Dr. Tom Velek, and Leander Williams.

Ms. Allegra Brigham called the meeting to order.

### **Minutes** -

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

### **President's Report** –

Ms. Brigham noted that the College Unravel event was a success and that Homecoming went great. The campus looked great for Homecoming, and so many alumni commented on how friendly and helpful everyone was. A highlight of Homecoming was the announcement that an agreement was reached between the university, the Alumni Association and Mississippi's First Alumnae Association to reunite both associations. The groups are still working through the details with the plan to be merged by July 1.

This is Dr. Hal Jenkins last meeting, and Ms. Brigham thanked him for his contributions and told him he will be missed.

Commencement is tomorrow. IHL Commissioner Dr. Hank Bounds is the speaker, and IHL Trustees Aubrey Patterson and Scott Ross will be participating. She is excited for our students who will be graduating.

She distributed an article printed in the May 4 edition of the Clarion Ledger titled "College Board wants funding formula changed." Currently, the state spends more per student at Mississippi Valley State University and MUW than the other state institutions. A new funding formula would give priority to enrollment. MUW needs to work hard to continue to increase enrollment and to get the retention rate up. Reports show that more than 600 current students who are eligible to return in the fall have not pre-registered. Admissions numbers look good, but the university needs to get the retention numbers up too.

Ms. Brigham called on Mary Margaret Roberts who thanked everyone for assistance with Homecoming. She, Ms. Brigham and Development staff have made visits to Baton

Rouge and Shreveport recently. They are looking at attending the big picnics in June – New York, Washington, D.C., and Atlanta.

### **Academic Affairs Update** -

Dr. Hal Jenkins reminded the group that the Nursing Pinning Ceremony is set for tonight. This is an impressive ceremony.

Ms. Brigham, accompanied by Dr. Sue Jolly-Smith, signed an agreement with Blue Mountain College this week that allows their students to take master's core at Blue Mountain and then transfer to MUW to finish content courses.

Legal Studies students recently took a field trip to Parchment.

The \$400,000 grant for the Center for Entrepreneurship that the university has applied for still looks hopeful.

Dr. Marty Hatton said he and Dr. Jolly-Smith visited with the superintendent of Amory schools and others about dual enrollment. The Amory officials are extremely excited. They want their students to take courses in the arts and sciences such as college algebra and composition.

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

Nora Miller said allocation for FY 2012 ended up being approximately \$135,000 less than what MUW was allocated for the current year. This was a far better outcome than predicted, but it is still 13% below appropriations for FY 2010 and about 10% less than what was received 12 years ago.

All budget unit managers should have received the spreadsheets for completing the budget requests for the coming FY 2012 year and for the FY 2013 legislative budget request. These should be submitted to Susan Soblely and reviewed with the dean and/or Cabinet member by Monday, May 16 so MUW can meet the deadline of June 3 to have the budget information to IHL. PIE council recommended the following budget planning priorities:

- Priority 1      **Increase retention and graduation rates** (overall and for low-income and minority students) **while maintaining high academic standards.**
  
- Priority 2      **Increase enrollment** in several key performance areas (i.e. first-time/full-time freshmen, non-traditional students, part-time students, and community/junior college transfer students) **while maintaining high academic standards.**
  
- Priority 3      Develop strategies to **generate additional revenue** for the institution, including initiatives in grant writing, faculty development, and donor support.

- Priority 4      **Develop online courses and degree programs** to support increases in both enrollment and revenue.
- Priority 5      **Promote healthy relationships and collaborative partnerships** with all constituent groups.
- Priority 6      **Reallocate resources internally** to support the achievement of these objectives.

Starting this fall, the annual tuition will be \$4,876 for in-state residents and \$13,285 for out-of-state residents. This is a 5% increase over the current year. MUW remains the best value in the state. Double occupancy room and board rates average \$5,762, a 3.3% increase over the current year.

Construction projects on campus continue to progress, especially now that there have been several straight dry days. The storm drainage project will continue over the next couple of months, with paving scheduled for July.

The fire suppression for Jones and Kincannon residence halls will begin on Monday. This will be a very tight schedule to complete before the students are ready to move back in for fall.

This year the legislature approved \$5.25 million in general obligation bonds for specific projects - \$5 million for the first phase of the library expansion and renovation and \$250,000 to pre-plan the renovation of Shattuck to allow for expansion of the Culinary Arts Institute.

MUW will host key legislators this summer to present the university's capital request for next year's session. The top five projects for next year will be continued -- fire suppression and life safety, Phase II of library construction, Phase I of Shattuck, more paving of streets and parking lots, and pre-planning the renovation of Demonstration School.

She thanked the group for patience as ITS dealt with the recovery from the power outage last week and some of the remaining effects that caused internet and email problems yesterday.

Lesia Bryant is now officially the Director of Internal Audit for both MSU and MUW.

#### **Student Services Update** –

Cassie Derden reported that acceptances are up 8.9%, and applications are up 10.35%, including out-of-state up 23% and international up 9.38%.

Orientation planning is underway. The sessions will be held in June. There are 12 orientation leaders, and it is a great group of students.

Planning for Welcome Week for the fall also is underway.

Dr. Jennifer Miles, the new Vice President for Student Services, starts next week.

Sirena Parker reported that the residence halls close for the spring semester this weekend and that housing is almost full for the fall.

Phillip Cockrell reminded the group that Mag Chain is Saturday at 8 a.m. and practice is this afternoon at 2:30.

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

Dr. Gary Bouse said he has received the draft of the CGI video for Columbus that features MUW. This project should be completed in June.

100% of the university's web content has been migrated. Ten sites are in the process of being reviewed. Once that is complete, some redesign work will begin.

The dedication of the Dorabel Craig Garden during Homecoming went great.

The Golden Girls class of 1961 had a goal of \$61,000 for its class scholarship, but it was announced during Homecoming that the class exceeded \$80,000. The class of 1986 announced during Homecoming that it has raised \$100,000 for its scholarship. He doesn't know that MUW has had a class reach that amount that early.

The Telefund callers have completed calls for the year. They received \$83,000 in pledges compared to \$67,000 last year.

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

No report.

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

Dr. Gloria Bunnell said Faculty Senate selected officers for 2011-12. She will continue as President. Marty Brock will serve as Vice President, and Secretary will be Dr. Royal Toy.

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

Sarah Sumners said Staff Council is gearing up for the annual Staff Appreciation Picnic scheduled for May 12. They are taking nominations for the Staff Member of the Second Quarter. The group also plans to work on the policy statement concerning Staff Council.

#### **SGA Update** -

Brandon Newsome reported that 44 students participated in the recent College Unravel program, and there was an overall 96% satisfaction on the survey.

Many awards were given at the Night at the Odys event.

#### **Other** -

Dr. Bouse said the faculty/staff fund drive was reinstated, and today is the deadline for the drawing for a framed gift or a Sodexo meal card. 100% office participation gets a Dunkin Donut breakfast.

Ms. Brigham noted that Dr. Butch Caston, who will be serving as Interim Provost and Vice President for Academic Affairs following Dr. Jenkins' retirement, is working part-time this month. Dr. Miles begins next week, but she will be participating in the commencement activities this weekend.

Susan Soblely asked the group to begin reviewing their budgets in preparation for the year-end closing.

**Policies** –

Following a motion by Dr. Bill Mayfield and a second by Dr. Sue Jolly-Smith, the Administrative Council voted to approve PS 1201 (Distance Learning) with one change.