

12/7/12 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Menuka Ban, Peppy Bidy, Dr. Jim Borsig, Kate Brown, Sirena Cantrell, Lyndsay Cumberland, Eric Dawson, James Denney, Melanie Freeman, Maridith Geuder, Gail Gunter, Dave Haffly, Jessica Harpole, Dr. Dan Heimmermann, Larry Jones, Dr. Jennifer Miles, Nora Miller, Shelley Moss, Nicole Patrick, Danny Patton, Anika Perkins, Perry Sansing, Lindsey Shelnut, Susan Sobley, Rich Sobolewski, Kimberly Taylor-Gathings, Dr. Scott Tollison, Dr. Royal Toy, and Ken Widner.

Dr. Jim Borsig called the meeting to order.

Minutes -

Following a motion by Perry Sansing and a second by Maridith Geuder, the minutes from the November 2012 meeting were approved.

President's Update –

Dr. Borsig thanked everyone for their hard work this semester and this year.

Faculty Senate Update -

Dr. Royal Toy said that Faculty Senate's report about new faculty training will be delivered to the Provost Office soon. The subcommittee exploring the need to revise PS 6705 (Annual Performance Evaluation of University Administrators) needs more time to gather information.

Staff Council Update -

Shelley Moss said 41 baskets were delivered to needy families for Thanksgiving. The Staff Appreciation Meeting and Luncheon will take place Thursday, December 13, and the Staff Member of the Year will be named at that time. Staff Council is planning some Lunch & Learns in the spring.

SGA Update –

Menuka Ban noted that a Presidents' Council has been formed that includes the presidents of all university organizations. The first meeting was held at Dr. Borsig's house recently. SGA's focus for the spring semester will be to have an open discussion about campus security.

Other –

Three MUW television commercials featuring a traditional student, a non-traditional student and a transfer student were previewed for the Administrative Council. They were very well received. Dr. Borsig said the university is increasing the university's marketing presence by using TV commercials, placing billboards in strategic places, and updating the design on the website. There will be more consistency in color and marks. A style guide will be out soon for everyone to follow

Policies –

On a motion by Dr. Sue Jolly-Smith and a second by Dr. Royal Toy, the Administrative Council voted to accept New Policy (Administration of Sponsored Programs from External Sources) into the review process. It will return to the Administrative Council at the February 1, 2013 meeting.

On a motion by Dr. Royal Toy and a second by Melanie Freeman, the Administrative Council voted to accept New Policy (Solicitation of Sponsored Programs from External Sources) into the review process. It will return to the Administrative Council at the February 1, 2013 meeting.

On a motion by Perry Sansing and a second by Dave Haffly, the Administrative Council voted to accept New Policy (Intellectual Property/Copyright Policy) into the review process. It will return to the Administrative Council at the February 1, 2013 meeting.

On a motion by Perry Sansing and a second by Dr. Royal Toy, the Administrative Council voted to accept PS 3518 (Faculty Library Advisory Committee) into the review process. This policy was recently conditionally approved by Dr. Borsig. He asked for clarification on who names the members. The Administrative Council proposes that the members be appointed annually by the Chief Academic Officer. This policy will return to the Administrative Council at the February 1, 2013 meeting.

On a motion by Dave Haffly and a second by Perry Sansing, the Administrative Council voted to accept changes proposed by Academic Council, Director's Council and Faculty Senate for PS 1000 (MUW Policy Statement System) for recommendation to Dr. Borsig.