

2/7/14 Administrative Council Meeting Minutes

In attendance: Dr. Sheila Adams, Dr. Jim Borsig, Dr. Kate Brown, Sirena Cantrell, Trish Caston, James Denney, Melanie Freeman, Maridith Geuder, Gail Gunter, Dave Haffly, Jessica Harpole, Dr. Marty Hatton, Dr. Sue Jolly-Smith, Jim Jones, Carla Lowery, Dr. Jennifer Miles, Nora Miller, Megan Smith for Nicole Patrick, Danny Patton, Anika Perkins, Tammy Prather, Dr. Tom Richardson, Lindsey Shelnut, Susan Sobley, Dr. Scott Tollison, Dr. Royal Toy, and Ken Widner.

Dr. Jim Borsig called the meeting to order.

Minutes -

Following a motion by Dr. Royal Toy and a second by Dr. Sue Jolly-Smith, the minutes from the January 2014 meeting were approved.

University Update –

Dr. Borsig noted that he attended the memorial service in Florida for Dr. Jim Strobel, 11th president of MUW, who died in a car accident in early January. He hopes to work with his widow to have the family visit campus in the fall for a campus service that will include the announcement of an endowed scholarship in Dr. Strobel's name.

The House and Senate recently held their annual appropriation hearings for IHL. The House is proposing teacher pay raises.

Dr. Borsig gave an update on the bond bill for the library expansion and renovation. The university pledged some plant funds for additional costs for phase 2 with the assurance the bond bill will cover it.

The university will host two large student conferences this spring. The Youth Leadership Summit will be held February 28 and March 1, and the Phi Beta Lambda conference is set for March 26-28. Dr. Borsig is pleased for the university to have these opportunities. They are great recruiting opportunities, so the Admissions staff will have a presence at both conferences.

A great deal of work has taken place in the past year on the new website. The front page launched a year ago. Branding work continues. One example of that is changing MUW's personalize license plate. Dr. Borsig showed the members an example of the car tag and said the university will receive a metal version soon. The big reveal will take place during Homecoming 2014, and the new car tag should be available soon after Homecoming.

Dr. Borsig said the university significantly strengthened its answers to the SACS compliance standards in the focused report that was sent to the on-site review team members this week. The QEP also was submitted, and both reports are available online. Dr. Borsig would like for the university to collect and update the information yearly to make the process easier when it's time to do the 5-year report and the next 10-year compliance report. An information piece will be distributed to inform the campus about

the on-site visit and what to expect, and marketing of the QEP will continue. Dr. Tom Richardson added that the QEP is an opportunity to improve student learning. It is a 5-year plan with gradual implementation. It is also subject to change during the implementation process. Dr. Richardson encouraged all Administrative Council members to read the QEP document. Suggestions during the implementation process are welcome.

Dr. Borsig noted that Sirena Cantrell and Jim Jones have developed a presentation on housing and residence life improvements. The goal of making improvements in the residence halls is to improve the experience for our students and to increase occupancy in the residence halls. When the occupancy increases, the university will then be able to consider the possibility of renovating Fant and Peyton halls. The cash reserve for the residence halls has increased over the last several years to allow for these improvements. Ms. Cantrell said improvements in Callaway Hall will take place first since it will be down this summer for sprinkler installation. The improvements to Callaway will include painting and new furniture. Improvements planned for all the residence halls include painting, logo mats, new awnings, water fountains, replacing blinds, cleaning the floors, and a wifi upgrade.

Other Updates –

Jessica Harpole reported that an ice skating rink will be set up in Pohl Gym next Thursday, February 13. It will be open to students, faculty and staff and their immediate families. There will be a limit of 35 people on the floor at one time. This is an example of some new activities being brought to campus.

Faculty Senate Update -

Dr. Royal Toy said a seminar for faculty is being planning for April 14, and Faculty Senate has been working on the review of policies.

Staff Council Update -

Trish Caston noted that she sent an email earlier this week asking staff to participate in a survey regarding staff holidays. Nora Miller added that IHL recently announced that universities should follow the guideline of 15 staff holidays per year. Ms. Miller said the university felt it was important to consult Staff Council to get staff input.

SGA Update –

No report.

Policies –

On a motion by Dr. Royal Toy and a second by Dr. Sheila Adams, the Administrative Council voted to accept PS 3511 (Admissions Committee) into the review process.

On a motion by Dr. Sheila Adams and a second by Melanie Freeman, the Administrative Council voted to accept PS 3530 (College Curriculum Advisory Committees and Degree Granting Advisory Committee(s)) into the review process.

On a motion by Dr. Sheila Adams and a second by Carla Lowery, the Administrative Council voted to recommend Dr. Borsig approve PS 7601 (Solicitation and Fundraising, Students/Student Organizations) with changes made by Faculty Senate and the President's Cabinet.

On a motion by Dr. Tom Richardson and a second by Dr. Sue Jolly-Smith, the Administrative Council voted to recommend Dr. Borsig approve editorial changes to PS 7201 (Textbook Adoption).