

## **1/8/16 Administrative Council Meeting Minutes**

**In attendance:** Dr. Sheila Adams, LeAnn Alexander, Dr. Brian Anderson, Dewey Blansett, Cheryl Bowen, Dr. David Brooking, Sirena Cantrell, Cathy Smith for Lee Crouse, James Denney, Melanie Freeman, Maridith Geuder, Rodney Godfrey, Gail Gunter, Dave Haffly, Jessica Harpole, Quincy Hughes, Melinda Lowe, Carla Lowery, Lisa McDaniel, Dr. Jennifer Miles, Nora Miller, Andrew Moneymaker, Shelley Moss, Nicole Patrick, Danny Patton, Anika Perkins, Dr. Tom Richardson, Rita Robinson, Susan Soblely, Dr. Scott Tollison, Dr. Kim Whitehead, Ken Widner, and Tyler Wheat.

In the absence of Dr. Jim Borsig, Dr. Tom Richardson called the meeting to order.

### **Minutes** -

Following a motion by Danny Patton and a second by Susan Soblely, the minutes from the December 2015 meeting were approved.

### **University Update** –

Dr. Richardson reminded the Administrative Council members that the Spring 2016 Faculty/Staff Convocation is set for Monday, January 11 at 8:30 a.m. in Nissan Auditorium. He said Dr. Borsig will give a university update at Convocation and also a couple of big announcements will be made. He encouraged everyone to be there.

Nora Miller reported that the Legislative Session will be 120 days this year, so it will probably be February before the university knows anything about new legislation.

### **Faculty Senate Update** –

In the absence of Lee Crouse, Cathy Smith noted that the next Faculty Senate meeting is scheduled for February 12.

### **Staff Council Update** –

No report.

### **SGA Update** –

No report.

### **Policies** –

Following a motion by Melanie Freeman and a second by Dr. Sheila Adams, the Administrative Council voted to accept PS 9301 (Travel as a University Employee) into the review process.

Following a motion by Nora Miller and a second by Maridith Geuder, the Administrative Council voted to recommend Dr. Borsig approve changes to PS 3102 (Use of Tobacco and Simulated Tobacco). Ms. Miller asked that it be noted that this policy will go into effect July 1, 2016. This will give the university time to figure out how to implement and enforce the policy. Dr. Richardson also commented that the July 1 effective date will give

the university time to decide if flexibility is needed such as with enforcing the policy at Plymouth Bluff.

**Other** –

Rodney Godfrey reminded the group about the email he sent earlier in the week about the move from Groupwise Messenger to Lync/Skype Instant Messenger.