

## **11/4/16 Administrative Council Meeting Minutes**

**In attendance:** Dr. Sheila Adams, LeAnn Alexander, Dr. Brian Anderson, Angie Atkins, Dr. David Brooking, Sirena Cantrell, Karen Clay, Steven McCorkle for Lee Crouse, Melanie Freeman, Wesley Garrett, Maridith Geuder, Dave Haffly, Jessica Harpole, Dr. Marty Hatton, Quincy Hughes, Carla Lowery, Lisa McDaniel, Dr. Jennifer Miles, Nora Miller, Andrew Money maker, Nicole Patrick, Anika Perkins, Amanda Clay Powers, Dr. Tom Richardson, Andrea Stevens, Dr. Scott Tollison, Jason Trufant, Dr. Kim Whitehead, Ken Widner, and Tyler Wheat.

Dr. Jim Borsig called the meeting to order.

### **Minutes** -

Following a motion by Carla Lowery and a second by Dr. Sheila Adams, the minutes from the October 2016 meeting were approved with one correction.

### **University Update** –

Dr. Borsig said the Legislative Budget Office budget recommendation for FY 18 likely will be announced in December. He said the committee continues to ask questions of all state agencies, but the two areas the committee is questioning that he finds most concerning are about non-resident waivers and rehiring retirees.

Dr. Borsig mentioned that IHL is looking at the financial health of the institutions in terms of financial ratios and cash on hand. He said IHL is considering developing a policy or including it as part of the presidents' annual evaluations to hold all of the institutions accountable. Nora Miller added that IHL said they would like the institutions to have 90 days of cash on hand and MUW had 55 days of cash on hand the day it was checked. Then IHL decided to factor in investments and that changed MUW's cash on hand to 120 days. She said MUW has no long-term debt and is financially stable.

Dr. Borsig also talked about IHL's proposed Complete to Compete program that will hopefully encourage adults who have completed 120 hours toward a degree to finish a degree. He said MUW has about 350 students that fit into this program.

Carla Lowery spoke about the newly formed Administrative Organizational Review Committee. She said the university recently adopted new strategic goals, and this committee will look at whether or not the current administrative organizational structure supports the goals. There are nine members on the committee, and Ms. Lowery serves as chair. Dr. Borsig added that he has asked the committee to have several spin-up focus groups to look at some specific areas like online student support and campus safety.

Dr. Borsig said he is pleased with the campus' willingness to help with the current 1.89% budget cut. He said the cut will be mostly covered with vacant positions, but he said the university also is relentlessly pursuing efficiencies, such as awarding the facilities contract to GCA. Ms. Miller added that the new contract with GCA was approved by IHL at the October IHL Board meeting. It will be an annual savings of about \$100,000 to the

university. The contract with GCA will start January 1, 2017, but the transition team will be on campus in December. She said current Sodexo employees will be able to interview for the positions with GCA, and she also noted that the benefits will be similar and seniority will be honored. She asked for patience during this transition.

**Faculty Senate Update** –

In the absence of Lee Crouse, Steven McCorkle announced the next Faculty Senate meeting is set for November 11.

**Staff Council Update** –

Tyler Wheat said the letters to the departments about the annual Thanksgiving basket drive go out today. He encouraged everyone to participate.

**SGA Update** –

Quincy Hughes reported SGA is working on the academic dishonesty policy. He also noted that the next President's Council meeting is set for November 9, and he said SGA recently partnered with Sodexo Food Services on a satisfaction survey.

**Other** –

Andrea Stevens announced this year's faculty/staff giving campaign reached 52% participation with 17 offices having full participation compared to 50% and 13 offices in 2015.

Karen Clay noted that several meetings about the new FSLA requirements have been held and that a general training session is set for November 15 at 3 p.m. in Cochran 303.

Ms. Miller said Darrin Webb, a state economist, will speak on campus about the state's economy on November 18 at 10 a.m. in Parkinson 117.

**Policies** –

Following a motion by Dr. Sheila Adams and a second by Carla Lowery, the Administrative Council voted to accept PS 3508 (The Undergraduate Curriculum Council) and PS 3540 (General Education Curriculum Committee) into the review process. Because PS 3540 is recommended for cancellation, Melanie Freeman noted that a justification memo is needed to go with this policy.