

12/1/17 Administrative Council Meeting Minutes

In attendance: Nick Adams, LeAnn Alexander, Dr. Brian Anderson, Angie Atkins, Dr. David Brooking, Sirena Cantrell, Karen Clay, Ashley Chisolm for Lee Crouse, James Denney, Lynn Dobbs, Melanie Freeman, Rodney Godfrey, Dave Haffly, Dr. Amber Handy, Jessica Harpole, Dr. Marty Hatton, Jody Kennedy, Dr. Holly Krogh, Melinda Lowe, Carla Lowery, Lisa McDaniel, Jennifer Moore, Dr. Jennifer Miles, Nora Miller, Andrew Moneymaker, Nicole Patrick, Danny Patton, Anika Perkins, Amanda Powers, Ginger Smith, Susan Soblely, Andrea Stevens, Dr. Scott Tollison, Jason Trufant, Dr. Kim Whitehead, and Dr. Kim Whitehead

In the absence of Dr. Jim Borsig, Nora Miller called the meeting to order.

Minutes -

Following a motion by Dr. Jenny Miles and a second by Karen Clay, the minutes from the November 2017 meeting were approved.

University Update –

These are the notes provided by Nora Miller:

Dr. Borsig asked me to talk about the events of this week. University Relations has done an excellent job of recapping the timeline of events and posting regular updates that have gone to the campus community and are posted on the main webpage of the university – you may have to scroll through a few other topics at the top banner, but you'll see “Campus Update.” Click on the “Read More” for the full set of updates.

Beginning Tuesday morning, as we became aware of odors of natural gas, and students being ill from the effects of what was later confirmed as carbon monoxide, the focus has been on taking care of those who were affected and those who were displaced with the evacuation of Kincannon Hall. First responders and our Health Center professionals and others assisted in getting students to the needed medical resources. We arranged for billings from BMH-GT to go straight to our 3rd party administrator for claims processing.

The Kincannon boiler was tested and adjustments were made, with Columbus Fire & Rescue providing carbon monoxide testing numerous times throughout the process. Air Control Engineering and McCain Engineering examined boilers in all residence halls on campus. The technician from McCain said that he had children in college, and he vowed that he would not leave until he felt confident that all boilers were operating safely. Temporary housing was provided for the Kincannon residents, and shuttles between campus and the hotels where they were staying were also provided.

We have received a report from the Mechanical Engineer that assessed our current situation. All preliminary recommendations have been followed, leading to Kincannon Hall being reopened yesterday at 3:45.

All residence halls now have carbon monoxide detectors in place.

Next week, the mechanical engineers will return to campus to give a further assessment of our residence halls and to make further recommendations for protective measures. As the updates have stated – our efforts have focused on students first, then facilities and evaluation of the event and our response. Just as we have learned from every drill, every tabletop exercise, every tornado or straight line wind – we will learn from this experience and will have a better response to future events.

We are compiling a list of the many people who are to be thanked for their support and assistance throughout this. Our own first responders, residence life staff, Dean of Students, VPSA and Enrollment Management, Project Manager, GCA Facilities, everyone who volunteered to drive shuttles, stay with students at the hospital, or in the hotels – and everyone who said a prayer of thanks and well wishes for our students.

Legislative Budget Recommendation

Earlier this week, the Joint Legislative Budget Committee issued their Legislative Budget Recommendation (LBR) for Fiscal Year 2019. The LBR includes a 4% cut to IHL General Support of about \$14.5 million, or a 4% cut. Most of that cut is from a planned stepdown in Ayers funding of \$13 million. The Legislative Budget Office typically does not release much detail on the LBR until that information is available to all the legislators, so we don't know much more than that. Appears to be basically flat for us – and that's pretty much what we were saying was the most we could hope for. When the legislative session begins in January, they will start the appropriations process at the LBR level.

Good News

The structural repairs to the Whitfield gabled roof system are nearing completion. The contractor expects to be finished and cleared out of there by the end of next week, giving us one week to spare before fall commencement.

The construction of the physical plant warehouse and office area is well under way. Still no “notice to proceed” date for Turner Hall – but we're expecting to get that any day now.

Lots going on around campus –

Today - WPA prints on display, along with student art show, Admissions Award Recognition, Jazz Ensemble tonight, Childrens Workshop tomorrow – Festival of Trees, piano recital and choral concert next week . . . lots to do.

Ms. Miller called on Dr. Miles to give a student update. Dr. Miles stated that Shakar Humagain, an international student, died last week in what the coroner likely will rule a suicide. She said the university made sure the family was notified first and then assisted the family with a local funeral that was well-attended by the university. She said the university also provided assistance, including counseling, to students and met with the various groups he was a member of and met with his classes. Dr. Miles said the death protocol was followed, and she asked the Administrative Council to let her know if they have any suggestions or questions. She also asked the group to direct any students who

need assistance to the Counseling Center, and she said to please report any concerning behavior to the MUW Police Department or by filing an online report.

New Procurement Laws Report –

Angie Atkins reported that new procurement laws become effective January 1, 2018, for purchases over \$50,000. She noted that it is a very involved process that may take up to three months to get approval for a purchase.

Marketing Plans, Behavioral Intervention Team (BIT) and Title IX Report –

Sirena Cantrell distributed three handouts – Sexual Misconduct Resource Guide, BIT Guide to Helping Student in Distress, and Know Your 9 poster. She said the goal is to bring this information back to the forefront.

Faculty Senate Update –

In the absence of Lee Crouse, Ashley Chisolm reported that Faculty Senate members are reviewing the proposed changes to the Faculty Senate Constitution with faculty in their areas and will vote on this in the spring.

Staff Council Update –

Nick Adams announced that 42 Thanksgiving baskets were delivered to needy families in the community. He also reminded the group of the Staff Recognition Luncheon and Meeting set for Friday, December 8 when toys will be collected for the Salvation Army and Owl Star Staff Awards will be announced.

SGA Update –

On behalf of SGA, Ms. Cantrell said SGA will have an executive meeting next week and will look at the student activity fee in the spring semester.

Other Updates –

Lisa McDaniel mentioned that there will be a portal update next week.

Policies –

Following a motion by Karen Clay and second by Dr. Jenny Miles, the Administrative Council recommended that the President approve changes to PS 1201 (Distance Learning).

Following a motion by Nora Miller and second by Dr. Jenny Miles, the Administrative Council recommended that the President approve changes to PS 3516 (Honors College).