

## **9/7/18 Administrative Council Meeting Minutes**

**In attendance:** Nick Adams, Dr. Brian Anderson, Angie Atkins, Dr. Marty Brock, Dr. David Brooking, Sirena Cantrell, Ashley Chisolm, Karen Clay, Lynn Dobbs, Rodney Godfrey, Dave Haffly, Glen Halbert, Dr. Amber Handy, Dr. Marty Hatton, Greg Hunley, Jody Kennedy, Melinda Lowe, Carla Lowery, Maria Scott for Dr. Tammie McCoy, Jennifer Moore, Dr. Jennifer Miles, Nora Miller, Andrew Moneymaker, Shelley Moss, Nicole Patrick, Anika Perkins, Ginger Smith, Susan Sobley, Dr. Scott Tollison, Jason Trufant, Randy Vibrock, Dr. Kim Whitehead, Ken Widner, and Brandy Williams.

President Nora Miller called the meeting to order.

### **University Update** –

President Miller thanked the group for their assistance in helping recruit and retain our students. Everyone has played multiple parts in making this a successful start of a new academic year. She added that the official enrollment numbers will be released by IHL next week.

Since Admissions has started the recruiting travel season for next fall, she said she asked Shelley Moss to present information about the recruiting process so the group can have a better understanding of what happens to get students into the recruitment funnel with the hope that each person can support recruitment activities. She noted that she would like for Administrative Council meetings to be more interactive and to foster discussion of issues and processes. She asked the group to let her know of future topics they would like to discuss.

She mentioned the listening sessions she has held and noted that there is an open session this afternoon at 1:00 in the tiered classroom of the library for anyone who had not made it to one of the earlier sessions or if anyone felt that they wanted to further participate. She said she has heard many of the same issues of morale and communications. She encouraged anyone who has suggestions for ways to improve morale, processes, and recruitment and retention, or have questions or comments to attend the open listening session or make an appointment.

President Miller reminded the group that the IHL Board has set presidential search listening sessions for September 14. That information has been announced via email and is on the message boards. The sessions are open for all, but each will be geared to a particular constituency group. She said Rodney Godfrey is working on being able to stream the alumni and community session since we've had alumni ask for that. The other sessions will not be streamed.

She announced that the Commissioner's Listening Tour is set for September 26. More information about his tour is available on IHL's website, [www.mississippi.edu](http://www.mississippi.edu).

### **Faculty Senate Update** –

Ashley Chisolm said that the first Faculty Senate meeting of the new academic year is set for September 14.

### **Staff Council Update** –

Nick Adams announced that Staff Council met September 5. Greg Hunley gave a report on benefits and then there was an open forum. He said he would send his notes from the meeting to President Miller. The next Staff Council meeting will be held October 10, and Randy Vibrock would be invited to give a safety report.

### **SGA Update** –

On behalf of SGA, Sirena Cantrell noted that the deadline for senator applications has been extended, and she said one focus for SGA this academic year will be the student activity fee.

### **Recruitment Overview** –

Shelley Moss gave an overview on the recruitment process. Her presentation will be included with these notes. At the end of the presentation, Ms. Moss was asked how the campus can assist the Office of Admissions, and she said to continue to refer students and to continue to be available to visiting students. She also said she appreciated the friendly, welcoming atmosphere of the campus. Several Administrative Council members suggested prospective students receive a list of possible Foundation scholarships that might make enrolling at The W even more appealing.

### **Minutes** -

Following a motion by Carla Lowery and a second by Dave Haffly, the minutes from the August 2018 meeting were approved.

### **Other Updates** –

President Miller mentioned that representatives from NACUBO would attend the October Administrative Council meeting to discuss financial sustainability.

Mr. Godfrey reported that AT&T will do an update on the circuit on September 13.

### **Policies** –

Following a motion by Dr. Marty Brock and a second by Anika Perkins, the Administrative Council voted to recommend President Miller approve editorial changes to PS 3901 (Solicitation and Handling of Funds from External Sources).

Following a motion by Karen Clay and second by Susan Soble, the Administrative Council voted to accept PS 1000 (MUW Policy Statement System) into the review process.

Following a motion by Dr. Jenny Miles and second by Dave Haffly, the Administrative Council voted to accept PS 1305 (Procedures for Conferring Emeritus Rank on Retiring Faculty) into the review process.

Following a motion by Dr. Amber Handy and second by Dr. Marty Brock, the Administrative Council voted to accept PS 2601 (University Archives - cancellations) into the review process.

Following a motion by Dr. Marty Hatton and second by Dr. Jenny Miles, the Administrative Council voted to accept PS 3515 (Academic Council) into the review process.

Following a motion by Dr. Marty Brock and second by Nicole Patrick, the Administrative Council voted to accept PS 3520 (Scholarship Appeals Committee) into the review process.

Following a motion by Karen Clay and second by Dr. Maria Scott, the Administrative Council voted to accept PS 5202 (Acceptance of Gifts to Fant Library – cancellation) into the review process.

Following a motion by Dr. Brian Anderson and a second by Dr. David Brooking, the Administrative Council voted to recommend to President Miller approve changes to PS 3507 (Faculty Research Committee).

Following a motion by Nick Adams and a second by Sirena Cantrell, the Administrative Council voted to recommend to President Miller that PS 3527 (Academic Freedom Committee) be cancelled.

The Administrative Council decided to table PS 3528 (Faculty Appeals Committee) until the October 2018 meeting to allow time for further review.