

9/4/20 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Alonzo Bouldin, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Ashley Chisolm, Karen Clay, Lynn Dobbs, Mark Ellard, Rodney Godfrey, Lydia Holland, Jessica Harpole, Dr. Marty Hatton, Erinn Holloway, Jody Kennedy, Melinda Lowe, Carla Lowery, Penny Mansell, Dr. Tammie McCoy, Nora Miller, Jennifer Moore, Andrew Money maker, Jackie LeSeuer for Nicole Patrick, Amanda Clay Powers, Laura Quinn, Dr. Barry Smith, Ginger Smith, Susan Sobley, Andrea Stevens, Dr. Scott Tollison, Jason Trufant, Randy Vibrock, Dr. Deb Wells, Dr. Kim Whitehead, and Ken Widner

President Nora Miller called the meeting to order.

Minutes -

Following a motion by Dr. Tammie McCoy and a second by Jason Trufant, the minutes from the August 2020 meeting were approved.

University Update –

President Miller mentioned that the University of Mississippi has a team of 21 people doing contact tracing compared to Dr. McCoy doing a great job handling this duty by herself at The W. She also thanked Jess Harpole, Andrew Money maker and the Housing and Residence Life staff for taking care of the university's residence students. President Miller thanked Dr. Marty Brock, Dr. David Brooking, Carla Lowery, Dr. Scott Tollison, Jason Trufant who are running the misters to disinfect campus facilities. She said she is proud of our students and the way they have handled this unique semester, and she said she is hopeful the Labor Day Weekend will not be a setback as the state's number of new coronavirus cases have improved in the last couple of weeks. She noted that the Mississippi State Department of Health has amended their requirements for what constitutes a coronavirus outbreak and how it should be handled on a university campus. She concluded her university update by reporting that fall enrollment numbers are down slightly from last fall but look really good considering the current situation.

Faculty Senate Update –

Ashley Chisolm said Faculty Senate's next meeting is set for September 11 and that it will be held through zoom. She said members of the Faculty Development Committee should be chosen at this meeting.

Staff Council Update –

Alonzo Bouldin reported that Staff Council is currently seeking members for open positions. He encouraged the Administrative Council members to make nominations.

SGA Update –

Lydia Holland said the new portal will be up September 8 for students to express concerns. She also noted that SGA will hold a mental health check-in on September 24, and it will use September 23 through November 3 to encourage students to both register to vote and to vote. Other items Ms. Holland mentioned were SGA is working on the

schedule for the upcoming SGA senate elections, a sub group of the Campus Renewal Taskforce's Student Well-Being Working Group is being formed, and SGA is working on a social media challenge to help push the university's initiative to wear masks.

Other Updates –

Dr. Brian Anderson asked what the university's plans are for the recently announced federal payroll tax deferral. Mark Ellard responded that the university is trying to find out whether or not it is responsible for making the decision if its employees will be given this opportunity. Both he and President Miller expressed their concerns about this tax deferral option.

Andrea Stevens reported that the Faculty/Staff Giving Campaign is going well, and she expressed her appreciation to those who have contributed.

Laura Quinn announced that the staff employment letters were sent yesterday. She noted that yesterday's update to PeopleAdmin causes users to be kicked out of the program after 15 minutes. She encouraged those using the program to save their work often. Ms. Quinn also mentioned some training on various topics that will begin at the end of September. She asked that the Administrative Council members to encourage employees in their departments to participate.

Policies –

Following a motion by Dr. Tammie McCoy and second by Amanda Clay Powers, the Administrative Council voted to recommend President Miller approve editorial changes to the following policies:

- PS 3502 (Student Scholastic Appeals Committee)
- PS 3503 (Institutional Review Board)
- PS 3504 (Undergraduate Research Advisory Committee)
- PS 3507 (Faculty Research Committee)
- PS 3508 (The Undergraduate Curriculum Council)
- PS 3515 (Academic Council)
- PS 3516 (Honors College Committee)
- PS 3518 (Faculty Library Advisory Committee)
- PS 3520 (Scholarship Appeals Committee)
- PS 3523 (Academic Grievance Committee)
- PS 3526 (Academic Calendar Committee)
- PS 3533 (Teacher Education Council)