

## **10/2/20 Administrative Council Meeting Minutes**

**Participated in Zoom meeting:** Dr. Brian Anderson, Alonzo Bouldin, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Ashley Chisolm, Karen Clay, Lynn Dobbs, Mark Ellard, Rodney Godfrey, Jessica Harpole, Erinn Holloway, Jody Kennedy, Melinda Lowe, Carla Lowery, Penny Mansell, Iika McCarter, Dr. Tammie McCoy, Nora Miller, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, 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 Carla Lowery and a second by Dr. Barry Smith, the minutes from the September 2020 meeting were approved.

### **University Update –**

President Miller thanked the Administrative Council members and the campus community for getting to this point in the semester considering the unusual circumstances we are working in due to COVID-19. She said she is thankful that Governor Tate Reeves loosened up some of the meeting restrictions so that up to 20 people can meet in a single indoor space and up to 100 people in an outdoor space when social distancing is not possible. President Miller noted that she thinks the lack of a statewide mask mandate will likely make people less compliant with the city and university requirement to wear masks. She encouraged the Administrative Council membership to continue to wear masks both on and off campus to mitigate the likelihood of infection.

Since the last Administrative Council meeting, President Miller said the university was again recognized as a Great College to Work For and received its US News and World Report rankings. Due to restrictions because of COVID-19, she said the university will not be able to have its annual faculty/staff luncheon to celebrate and to pass out t-shirts, so packages are being put together to give to each employee. Those should be ready to be distributed next week.

### **Faculty Senate Update –**

Ashley Chisolm said members of the Faculty Development Committee were chosen at the Faculty Senate's September meeting. She said there is \$6,000 in Fund A with a \$350 award for level one and a \$150 award for level two, and there is \$2,000 in Fund B with a \$500 maximum award. Ms. Chisolm noted that a couple of selections have already been made for faculty development money. She also said the next Faculty Senate meeting is set for October 9.

### **Staff Council Update –**

Alonzo Bouldin reported that Staff Council membership is now full, and the next Staff Council meeting is set for October 7.

**SGA Update** –

No report.

**Policies** –

Following a motion by Carla Lowery and a second by Dr. Tammie McCoy, the Administrative Council voted to accept a new policy (Equity Diversity and Inclusion Council) into the review process.

Following a motion by Dr. Tammie McCoy and second by Dr. Barry Smith, the Administrative Council voted to recommend President Miller approve editorial changes to PS 3538 (Planning and Institutional Effectiveness Council) and PS 3547 (Campus Technology Advisory Council).

**Other Updates** –

Laura Quinn announced that October is open enrollment month to make changes to elective benefits. She also noted that required training on “Preventing Discrimination and Harassment” will be announced soon.

Carla Lowery mentioned that October is also Cyber Security Month and that there would be some training required by the state coming our soon.