

2/5/21 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Angie Atkins, Alonzo Bouldin, Dr. Marty Brock, Cameron Eaves for Dr. David Brooking, Aaron Brooks, Ashley Chisolm, Karen Clay, Mark Ellard, Buddy Foster, Rodney Godfrey, Jessica Harpole, Dr. Marty Hatton, Melinda Lowe, Carla Lowery, Penny Mansell, Iika McCarter, Dr. Tammie McCoy, Jessica McDill, Nora Miller, Jennifer Moore, Nicole Patrick, Anika Perkins, Amanda Clay Powers, Laura Quinn, Dr. Barry Smith, Ginger Smith, Susan Soblely, Andrea Stevens, Dr. Scott Tollison, Chief 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. Deb Wells, the minutes from the December 2020 meeting and the January 2021 email vote on policies were approved.

University Update –

President Miller mentioned a WTVA reporter asked her yesterday how this semester was different from last semester. She said she told the reporter that going into the fall semester there was a plan, but there was no telling how things would end up. This semester, the university pretty much just rolled forward. She thanked the Administrative Council members for their hard work and for their support of the students and each other.

She reported that the Legislature is in session, and Tuesday was the first deadline for action on general legislation, so that allows to dispense with the dead bills and concentrate on what is left. More may be known after this morning's IHL legislative update phone call. Although appropriations bills have not been introduced yet, she said IHL has had appropriations subcommittee hearings in both the House and the Senate. Since access to the Capitol is limited, she said IHL was allowed to bring two presidents to the Senate hearing. Dr. Mark Keenum of Mississippi State University represented the research institutions, and she represented the regional institutions. She noted that the committee members were engaged and asked good questions, and she said she was encouraged by their interest. She added that IHL Commissioner Dr. Al Rankins said IHL had a similar reception in the House. If the Legislature keeps to their schedule, she said the appropriations bills should be out at the end of March.

President Miller welcomed Buddy Foster who joined The W as the Owls softball coach in Summer 2020 and agreed to take on the additional role of Interim Director of Athletics and Campus Recreation. She called on Coach Foster to give an update on athletic operations and the safety protocols that are in place.

Athletics Update –

Coach Foster showed his appreciation to Dr. Tammie McCoy and the Campus Health Center, which has administered 742 coronavirus tests to student athletes so far this year. There have been 20-25% positive cases. Although NCAA standards vary from sport to

sport, such as whether it is an indoor or an outdoor sport, he said all athletes will be tested every two weeks. With all sports competing this spring semester, he said there are travel protocols in place, such as limited squads so the athletes sit one person to a seat on the bus, all food is catered in so they don't eat at restaurants, and there are two athletes to a hotel room and one athlete per bed. He concluded by saying the goal is to give the athletes the opportunity to play.

COVID Testing/Vaccination Update –

Dr. Tammie McCoy mentioned that the student athletes have been kind and respectful during testing and if they were called on to quarantine.

Although a contact tracer was hired, Dr. McCoy said she is still doing the contact tracing while the person hired to handle that is working on testing. The university offers the rapid test for free and will help file the PCR test on insurance. In addition to testing athletes, she said all residence hall students were tested, and 30 random MSMS students are tested per week. A new group of MSMS students returning to campus will be tested next week. So far, she said there have been 14 positive faculty/staff cases and 36 positive student cases. She asked the Administrative Council members to remind their staffs to stay home if they have any symptoms and to keep in mind that many people are converting to positive closer to the end of their quarantine time so that's why people are encouraged to test on day five after their exposure to a positive case. She added that isolation/quarantine time can vary from person to person, but generally it is 10 days and 14 days, respectively. If there are any lingering symptoms, she said she is requiring the person to stay in isolation/quarantine longer.

Dr. McCoy reported that the university, which is not able to administer vaccinations because of the special storage needed, is working with Baptist Memorial Hospital to get nursing clinical students vaccinated. When it is faculty, staff and students' turn to receive the vaccine, she said she will work with Baptist Memorial Hospital to see if the vaccinations can be administered here.

Chief Information Officer Update –

Carla Lowery announced that Sheila Morgan has acquired 100 webinar zoom connections for events and large meetings so Administrative Council members should contact Ms. Morgan if interested.

Ms. Lowery said the Campus Renewal Task Force has not made any changes to the Campus Renewal Plan this spring other than to require all residence students be tested before moving into the residence halls. She also noted that the COVID misting duty has been shifted to Resources Management, and the Task Force will meet later today to discuss plans for summer camps.

In regards to Degree Works, she said work is just about finished on the 2018-19 catalog, and they are moving into the 2019-20 catalog. She said they hope to do some focus groups with those who have not seen Degree Works yet so it can be determined what

tweaking and what training need to be done. The goal is to have Degree Works go live this summer.

Ms. Lowery thanked the Administrative Council members for their patience following the ransomware attack in November 2020, and she thanked the IT staff for their hard work to get all users back working. She said the university is continuing to work with a forensics team, and there is still a small possibility the university may be able to get a decryption key to retrieve information that was lost. Moving forward, she said the university is trying to move all accounts to multifactor authentication and to limit VPN accounts, and a change in the university's password policy is likely to change.

Diversity, Equity and Inclusion Council Update –

Anika Perkins, who co-chairs the Diversity, Equity and Inclusion Council with Karen Clay, reported that a short video of the university raising the new state flag will be released on February 8. The video will include remarks by President Miller and others, along with an original song to mark the occasion written by Dr. Brandon Robinson. She also mentioned that a virtual panel discussion about the flag will be held February 11 at 1:30 p.m.

Internal Audit Update –

Ken Widner said the Mississippi Internal Audit Act and the IHL bylaws require the university operate under the Internal Audit Standards. This includes that he should be notified when any external auditors are used and that he should have regular meetings with university administrators. He asked the Administrative Council members to make sure faculty and staff in their areas know how to file an ethics report. The link to file a report is on every university webpage. He also encouraged them to review the Office of Internal Audit website, particularly the information located on the Resources page. One item he mentioned on the Resources page is a link to the university's Whistleblower poster. He said all departments are required to post this poster.

Faculty Senate Update –

Ashley Chisolm reported that there is \$4,526 left in Fund A and \$1,620 remaining in Fund B for faculty development funds. She also noted that the first Faculty Senate meeting of the spring semester will be held February 12, and she said she would let the deans know soon which senators will be rolling off of Faculty Senate at the end of the semester.

Staff Council Update –

Alonzo Bouldin said Staff Council, which has had two meetings so far this semester, is looking for ways to boost staff morale. He also said nine staff members received book vouchers for the spring semester.

SGA Update –

In the absence of Lydia Holland, Jess Harpole noted that SGA is working on senator intros and will start the SGA elections process soon.

Other Reports –

President Miller reminded the group that the deadline to submit performance appraisals is today, and she emphasized that this process is important to the university's SACS accreditation process.

Amanda Clay Powers mentioned that the book club, which is reading "Kindred" by Octavia E. Butler this month, will meet on February 24.

Policies –

Following a motion by Dr. McCoy and a second by Ms. Lowery, the Administrative Council voted to accept PS 1000 (MUW Policy Statement System) into the review process.

Following a motion by Dr. Marty Hatton and a second by Dr. McCoy, the Administrative Council voted to recommend President Miller approve editorial changes to PS 1203 (Definition of a Credit Hour).

Following a motion by Dr. Barry Smith and a second by Ms. Powers, the Administrative Council voted to recommend President Miller approve changes to PS 3535 (Staff Council).

Following a motion by Coach Foster and a second by Ms. Lowery, the meeting was adjourned.