

## **4/9/21 Administrative Council Meeting Minutes**

**Participated in Zoom meeting:** Dr. Brian Anderson, Mea Ashley, Angie Atkins, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Ashley Chisolm, Karen Clay, Sherry Durkin, Mark Ellard, Buddy Foster, Rodney Godfrey, Jessica Harpole, Dr. Marty Hatton, Melinda Lowe, Carla Lowery, Iika McCarter, Dr. Tammie McCoy, President Nora Miller, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, Amanda Clay Powers, Laura Quinn, Dr. Barry Smith, Ginger Smith, Susan Sobley, 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 Dr. Tammie McCoy and a second by Carla Lowery, the minutes from the March 2021 meeting were approved.

### **University Update –**

President Miller said she hopes to report to IHL on April 12 that The W has gone seven weeks without a case of COVID on campus. She noted that there was one report of a student with COVID this week, but the student had not been to campus in the seven days prior to testing positive. President Miller said the university will continue to follow CDC and State Department of Health guidelines to make decisions with the health and safety of the campus community as a priority and to continue to provide the best academic experience for students. Although the Columbus City Council voted to lift its mask mandate this week, she said the university will continue to keep the requirement for masks on campus until further notice.

President Miller noted that a lot of good work has been done by the Strategic Planning Committee with campus-wide listening sessions planned for later this month to introduce the themes and goals of the plan. The budget process for the next fiscal year will be guided by this work.

She said the IHL Board will consider allocation and tuition, room and board rates at the April meeting. The proposed allocation is a 4.36% increase for MUW, or \$655,464 more than the current year's appropriation. This includes a 1% salary pool, which President Miller said is less than she had hoped for. She noted that the university's proposed tuition rate includes a 3% increase, which will allow the salary pool to be expanded a bit. They are still waiting on an analysis from IHL/LBO with more details. IHL will approve salary guidelines to be used in building the budget to include market, merit, equity or the possibility of across the board increases. She noted that the staff compensation review from Berkshire & Associates should be available sometime in May, so that information also will guide how raises will be determined. In addition to the 1% salary increase, President Miller said the university also will receive capital expense appropriations in the amount of \$534,143. They will look at how that can best be put to use.

### **Commencement Update** –

Dr. Scott Tollison gave an update on spring commencement planning. He said 429 students have applied for a degree and 360 are expected to participate in the conferral ceremonies that are set for April 13, 23 and 24. With social distancing, Rent Auditorium can seat up to 70 graduates who will receive three tickets each to distribute to their families. He noted that the conferral ceremonies will be shorter than a normal commencement ceremony because the commencement speaker's remarks and the presentation of awards will be done during the Virtual Convocation and Celebration of Achievement that will be recorded on April 21 and available for viewing on April 23. Dr. Tollison said those making the commencement plans have tried to make it as simple as possible for graduates and their guests with a 4-step process: pick up tickets in Parkinson Hall, give tickets to guests, get in processional line, and guests go to Whitfield. He also mentioned that Rent Auditorium will be cleaned between ceremonies. Melinda Lowe added that there are over 50 volunteers signed up to help.

### **Faculty Senate Update** –

Ashley Chisolm reported that there is still money available in Fund A and Fund B for faculty development. She also noted that the last Faculty Senate meeting for the spring semester will be held later today. Faculty Senate officers for 2021-22 will be elected, and four new Faculty Senate members will be welcomed.

### **Staff Council Update** –

No report.

### **SGA Update** –

No report.

### **Other Reports** –

Dr. McCoy reported that the university did not meet the required 100 commitments to distribute the COVID vaccine on campus, but she did note that Southern Drug, which is located on Main Street in front of the university, can give the vaccine to those who are interested.

Dr. David Brooking said the first online orientation for the year included 90 students.

Ms. Lowery noted that Degree Works will go live this summer. They plan to have focus groups and develop a FAQ page.

Mea Ashley reminded the group that there is a blood drive set for April 13. An appointment is required.

Laura Quinn also reminded the group that the deadline to submit summer flex plans to HR is April 23.

### **Policies** –

Following a motion by Ms. Lowery and a second by Dr. McCoy, the Administrative Council voted to recommend President Miller approve suggested changes to PS 1000 (MUW Policy Statement System).

Following a motion by Ms. Ashley and a second by Ms. Lowery, the Administrative Council voted to recommend President Miller approve suggested changes to PS 3502 (Student Scholastic Appeals Committee).

Following a motion by Amanda Clay Powers and a second by Dr. Barry Smith, the Administrative Council voted to recommend President Miller approve suggested changes to PS 3534 (Academic Standards Board).

Following a motion by Dr. Mary Hatton and a second by Dr. McCoy, the Administrative Council voted to table PS 7201 (Textbook Adoption).

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