

10/1/21 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Karen Clay, Jennifer Claybrook, Mark Ellard, Rodney Godfrey, Ashley Hammack, Jessica Harpole, Dr. Marty Hatton, Dr. Brandy Larmon, Luis Leal, Melinda Lowe, Carla Lowery, Shannon Lucius, Dr. Hunter Manasco, Dr. Tammie McCoy, President Nora Miller, Jennifer Moore, Nicole Patrick, Anika Perkins, Amanda Clay Powers, Laura Quinn, Ginger Smith, Dr. Scott Tollison, Chief Randy Vibrock, Dr. Deb Wells, Dr. Kim Whitehead, and Ken Widner

Dr. Scott Tollison called the meeting to order.

Minutes -

Following a motion by Carla Lowery and a second by Dr. Tammie McCoy, the minutes from the September 2021 meeting were approved.

University Update –

President Nora Miller said that COVID numbers in the state are looking better and she is hopeful the university can return to normal activities soon. She also mentioned that The W will host the IHL Board's monthly meetings on October 20-21. This will be a good opportunity to show off the campus, including to a few Board members who have never been to campus. President Miller reported the state budget is looking good, but there are no updates yet from the Legislative Budget Committee. She isn't sure when a special session will be called or if the state's COVID funds will be discussed.

Phishing Scams and Surveys –

Ms. Lowery said the university is being hit hard with phishing scams as is every university. She reminded the group that IT will never ask an employee to click a link in an email and give away credentials. If a suspicious email is received, she said the employee should call the sender if possible to check the validity of the email. Ms. Lowery also announced that when a faculty member falls for a phishing scam, the department chair and dean, when applicable, will be notified. When a staff member does the same, their direct supervisor and Cabinet member will be notified. October is Cyber Security Awareness Month so required training will be announced soon and the university will do periodic test phishing emails.

Ms. Lowery said the university recently purchased the Qualtrics site license for surveys. Anyone wanting to do a campus survey will need to complete an online form that will go to a sub group of PIE Council for approval unless the survey has already received approval by the Institutional Review Board. The Qualtrics program will be central hub for surveys, and there will be online training available.

Strategic Plan Pillar Discussion-Academic Excellence –

President Miller mentioned at the September 2021 meeting that she would like the Administrative Council to discuss a pillar of the university's new Strategic Plan each month. The pillars are academic excellence; advancement excellence; community

connections; degree completion; diversity, equity and inclusion; and financial stability. Dr. Tollison asked the deans to discuss ways the academic units are taking action on the four goals under academic excellence, which are:

- Provide a comprehensive academic experience
- Prepare students to be life-long learners and contributing members of today's global economy
- Provide resources to foster excellence in teaching
- Recruit and retain a diverse faculty and staff

The deans mentioned many projects, including the Ascend grant to help with gender parity in politics, enhancement of the music therapy clinic, curricular innovation with Athletics, support for education graduates in their first year of teaching, partnership with the Hunt Experience, the undergraduate Research Center, the fabrication lab, Grad School 101 and the simulation hospital.

Faculty Senate Update –

Dr. Hunter Manasco said a Faculty Senate committee has started reviewing applications for faculty development funds. He also mentioned that faculty senates at some of the other Mississippi universities have passed resolutions asking that the COVID-19 vaccine be required. The IHL Board recently voted to not allow the universities to individually require the vaccine as a criteria for admissions or employment. Dr. Manasco said MUW's Faculty Senate is tracking the situation and supports the university having a mandate when and if President Miller has an opportunity to do so. Dr. McCoy added that Baptist Memorial Hospital, one of the College of Nursing and Health Science's clinical partners, will require all employees to be fully vaccinated by November 1, 2021. Because of this, she said the university is encouraging all nursing students to be vaccinated. Three students have asked for exceptions, and Karen Clay said it will be at the discretion of the university's clinical partners whether or not to accept these exceptions.

Staff Council Update –

Ashley Hammack reported that staff textbook scholarships have been awarded and that the third quarter Owls Star Award recipient is Sherry Durkin.

SGA Update –

Luis Leal said SGA's first event of the academic year, Poetry Slam, was successful with a big turnout and good feedback. He has called a meeting with all presidents of campus organizations for October 7, and he has started a discussion about the university adopting an involvement fee.

Policies –

Following a motion by Dr. McCoy and a second by Dr. Marty Hatton, the Administrative Council voted to accept a new policy (Student Emergency Fund Committee) into the review process.

Other Updates –

Laura Quinn said open enrollment starts today, October 1. Information about open enrollment, along with information about upcoming increases in insurance premiums,

will go out today. There will be two campus sessions and also virtual sessions during open enrollment.

Ms. Lowery noted that faculty members will receive access to Degree Works for advising for the Spring 2022 semester

Following a motion by Amanda Clay Powers and a second by Dr. McCoy, the meeting was adjourned.