

12/3/21 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Angie Atkins, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Karen Clay, Jennifer Claybrook, Mark Ellard, Rodney Godfrey, Ashley Hammack, Jessica Harpole, Dr. Marty Hatton, Erinn Holloway, Dr. Brandy Larmon, Luis Leal, Melinda Lowe, Carla Lowery, Shannon Lucius, Dr. Hunter Manasco, Penny Mansell, Iika McCarter, Dr. Tammie McCoy, President Nora Miller, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, Anika Perkins, Amanda Clay Powers, Laura Quinn, Ginger Smith, Dr. Scott Tollison, 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. Tammie McCoy, the minutes from the November 2021 meeting were approved.

University Update –

President Miller congratulated the Administrative Council members on finishing up this semester, and she acknowledged this was a busy week getting ready for Fall Commencement, getting grades in, and taking care of all the processes that have to be done to get ready to start the Spring semester.

She mentioned the virtual meetings with Ruffalo Noel Levitz that included reviewing and analyzing The W's enrollment trends and discussing the goals the university will have for next year. The Strategic Enrollment Planning Council will set those goals next month, and all employees have a part to play in recruitment and retention. She noted that it was great to see some groups of prospective students touring campus yesterday, and it was fun catching a few enthusiastic words from the counselors who were leading those tours.

She said the legislative budget recommendation should be released December 7. This is a starting point for the appropriation bills that will come out once the Legislature is in session. With all the federal COVID-19 funds that the Legislature will be dealing with, there will be money to be fought over so it will likely be a contentious session. She said a decision probably won't be made until the end of the session. The university's budget request was for salaries for faculty and staff. If there is money for raises, she said she wants the focus to be on salary compression for both faculty and staff.

President Miller noted that she hasn't had the time to read all the analysis of President Biden's statement on December 2 about actions to protect against the Delta and Omicron variants, but it doesn't look like these will change anything much for The W. She said she would like to revamp the university's COVID-19 taskforce to have more faculty representation. She will ask for representatives from each college and school and from Faculty Senate, Directors Council and Staff Council. She thanked those who have served to date, and especially Carla Lowery, Scott Tollison, Jess Harpole and Tammie McCoy.

In addition to enjoying time to rest and to spend with family and friends during the holiday break, she also suggested the members encourage safe behaviors, vaccinations and boosters.

Strategic Plan Pillar Discussion-Community Connections –

The Administrative Council is discussing a pillar of the university's new Strategic Plan each month. This month's discussion was on Community Connections. President Miller read each of the four goals under Community Connections and then gave the Administrative Council members one minute per goal to type into Zoom what their departments are doing. Below are the comments from Zoom:

Goal 1 – Cultivate Collaborations to Create Healthy and Vibrant Communities:

- Nora Miller – online collaboration and events, Welty speakers streamed
- Amanda Clay Powers – Continue to offer inclusive programming for the campus through the library's IDEA committee, that address inclusion, diversity, equity, and accessibility, both virtually and in-person with a focus on mental health and well-being.
- Dr. Marty Hatton – Outreach and Partnerships are built into the mission of the School of Education, and our Vision Statement stresses our support for each learner and community of learners.
 - Dr. Fuller's efforts to partner with teacher academies, building on what Melinda Lowe initiated first with the Lowndes Career Tech Center and then with Columbus MSD.
 - The Department's efforts, building on what we've done both with CCs and CMSD, to create partnership pathways for teacher assistants.
 - This year we created two groups, our Clinical Partnership Committee, the School of ED Advisory Board, to broaden and enhance community partner feedback and dialogue, not only to check if what we think we see in data trends is accurate from their perspectives, but to check to see what changes we may need to make and what opportunities for growth may be possible that we may be overlooking in our goal to be a premiere service-centered academic unit.
- Dr. Marty Brock – Project CHEW - CAI
- Iika McCarter – We offer on campus and virtual tours and events to meet the needs of a wider audience.
- Dr. Tammie McCoy – The College programs and health center will have at least one accessible/collaborative health and well-being activity per year.
- Jennifer Claybrook – Athletics and campus recreation is working across campus to assist and to support with the holistic student experience through programming (mental health and wellness opportunities)
- Shannon Lucius – Online streaming for commencement
- Dr. Hunter Manasco – Continue to expand services at MUW speech center for those in need.
- Dr. Brian Anderson – A&S: Zoom/FB Live options for many of our cultural programs (WWS, Music by Women); diversity focus in art gallery exhibition schedule

- Penny Mansell – Community collaborations: -Outreach with the community coalition with Excel by 5 has generated multiple early childhood projects. (Rotary bright from the start resource room, offering trainings and materials to providers, CHEER (celebrating and highlighting early education respect) conference, future of PHILL (Phil Hardin Innovative Learning Lab to be a hub – both for modeling and supplying resources for education – teachers/parents/and education students
- Erinn Holloway – Opened study abroad to community members. Offered programming to the community through collaboration with the Art Department - Day of the Dead, etc.
- Mark Ellard – Activities at Plymouth Bluff
- Dr. Brandy Larmon – Nursing frequently conducts health fairs at local nursing homes, schools, etc. We also help with vaccine clinics through local hospitals and the St. Dept of Health. There are multiple service learning opportunities we do as community service. We also work with preceptorship areas and also our student organizations have various collaborative efforts.
- Jess Harpole – Partnership with local food banks
- Dr. David Brooking – Insure that our community events are held in locations that are physically accessible
- Mea Ashley – Annual Oktoberfest and Blood drives
- Dr. Deb Wells – To continue Wellness Fair to bring in agencies to let campus and community know what is available
- Luis Leal – Equivalent of Oktoberfest during spring semester
- Anika Perkins – MLK event and Veterans Day programming
- Angie Atkins – Continue to assist with all the events held on campus
- Nicole Patrick – Assist with FAFSA completion at the local high schools
- Laura Quinn – Encourage employees to participate in events around campus to have a sense of community and personal investment in The W.

Goal 2 – Provide Outreach to Underserved and Diverse Populations of Our Communities

- Andrew Moneymaker – Housing is working with the Student Success Center to identify those at-risk students (New Freshman and Transfer) using iClicker survey
- Nora Miller – collaboration with CMSD at Hunt, student emergency grants, food bank
- Dr. Brandy Larmon – Almost all nursing health fairs are conducted with underserved populations. We use Head Start programs, local elementary and high schools, etc. Since COVID, we have expanded not just onsite services, but we are also sending to the school nurses to provide at will for any students needing specific education or follow-up.
- Amanda Clay Powers – Focus on accessibility for the library's online resources, including libguides, website, and content resources. Increase involvement of underrepresented groups in undergraduate research through the OUR, including faculty development to attract those students, empowering the students and building resilience and confidence, enabling them to move forward into graduate school or employment.

- Penny Mansell – -Early childhood providers are in dire need of additional resources and support. Through education partnerships (Excel by 5 etc.) we are working to reach lower income and diverse populations.
 - CPDC is one of the few early childhood education centers in our region that serves special needs for full day childcare and provides resources for families and their children.
 - CPDC provides a high-quality option for low income and diverse populations to receive care are low to no cost.
- Dr. Tammie McCoy – The College and health center will have at least one outreach activity per year to meet the health needs of the underserved and diverse populations to include: Health Fairs open to all, Flu Clinics, Free COVID testing at the health center for campus members and families, athletic physicals.
- Jennifer Claybrook – Student-athlete advisory committee canned food drive supporting our campus and local communities; student-athletes working Special Needs Challenger Teams (baseball and softball teams work with individuals to assist them in playing baseball and softball games); providing affordable memberships to local and campus community members and swim lessons
- Laura Quinn – Continue to look for resources to attract diverse job candidates.
- Dr. Deb Wells – to continue the training of university community on LGBTQIA needs.
- Jennifer Moore – Our office tracks retention/graduation rates for groups such as Pell students.
- Dr. David Brooking – Partner with local high schools to provide access to intermediate education courses for students prior to attendance at MUW
- Dr. Brian Anderson – Scholarships that target underserved segments of community; dual enrollment opportunities at a variety of HS
- Nicole Patrick – Student emergency fund, current COVID funding, making sure high school counselors and community colleges have all scholarship information
- Iika McCarter – The Office of Admissions works to steer those groups of students in the direction of our Student Success Center, where they are well accommodated. We further continue a line of communication with those students throughout the admissions process.
- Angie Atkins – Plymouth Bluff is a great facility to hold events of this type. It has both indoor and outdoor areas that would be perfect to host these groups.
- Jess Harpole – BIT reporting and response
- Jennifer Claybrook – Currently, in early discussions with the Mayor and various campus and local community members to create a partnership to address the litter and overall health and wellness of our community - Want to educate, motivate and act.

Goal 3 – Forge Meaningful and Engaged Partnerships that Provide Real-Life Experiences for Students

- Dr. Kim Whitehead – The Nancy Yates Community Engagement Program matches students with local non-profits to support day-to-day operations and capacity building for five weeks in the summer. In 2021, 11 Community Partners in the Golden Triangle worked with 12 of our students. Among these were the

Boys and Girls Club, the Salvation Army, Habitat for Humanity, the Columbus-Lowndes Library, the Columbus-Lowndes Humane Society, and the Columbus Arts Council. We plan to send 13 students into the community in 2022. Students also form a living-learning community on campus to study community needs, the value of service, and leadership development. All W students are eligible to participate.

- Nicole Patrick – Potential to expand and discuss federal work study program to community service jobs that are located off-campus.
- Nora Miller – Nancy Yates fellows, alumni association BLUE event and alumni mentors
- Dr. Brandy Larmon – Preceptorships are utilized in all our programs in the college, creating those relationships with other entities. We also have an Advisory Board that helps us improve that collaborative relationship and receive feedback from those facilities.
- Andrew Money maker – Housing is looking at introducing a new Living Learning Community
- Dr. Tammie McCoy – Continue partnerships with our clinical agencies: LTC, hospitals, clinics along non-profit agencies and schools to allow for real life experiences for students in the college.
- Dr. Marty Brock – Accounting volunteers to CAFB via VITA for tax preparation for military families. Business students work with local businesses to provide marketing analysis and business planning. Recent partnership with Oxford High School to provide a transfer pathway for culinary students.
- Penny Mansell – CPDC operates as a high-quality laboratory school for all majors, but specifically those in early childhood to have high-interaction play based residency experiences.
 - We also support all majors with internships – including public health and family sciences.
 - With the collaborations for future resource and referral centers and raising the quality in our community, we have the potential to help support and raise the quality of early childhood in a grass-roots way throughout the community.
 - Excel by 5 is a coalition of community members that works strategically throughout the community to bridge early childhood gaps. The W serves as the program support partner and the CPDC serves as the certification manager.
- Dr. David Brooking – promote service-learning and community engagement in core-level courses
- Laura Quinn – Opportunities for student employment at The W is one of the best real-life experiences providing valuable experience that will prepare them to enter the workforce after graduation.
- Dr. Deb Wells – As possible various interns in the Counseling Center,
- Melinda Lowe – W- BEST (Beginning Educators Support & Training), Professional Learning Academy, Governor's School, W-Wednesday's - partnership with K12 Teacher Academies, teacher conferences, professional development for PK-12, increased partnerships with local leaders, increase resource offerings and trainings for PK-12 families, revitalize the Summer

Discovery program, continue writing grants to support innovative programming and partnerships.....

- Jess Harpole – student leadership opportunities (community service, student organizations, campus employment, and internships)
- Dr. Brian Anderson – A&S has several programs with internships, including a clinical-style experience for Family Science and internships in Political Science that focus on non-profit advocacy. Spanish has the local language immersion opportunity, too. Service learning is common across several disciplines as well.
- Amanda Clay Powers – Continue the work of the Undergraduate Research Advisory Committee and the Office of Undergraduate Research to build partnerships and funding that facilitate undergraduate student research. Increase involvement in our Digital Studies program, providing career and graduate school preparation and visual representations of research accessible externally. Provide a web-based home for campus research through our online (globally accessible) institutional repository, Athena Commons, to increase the profile of student and faculty research.
- Luis Leal – Allow outside business to hold booths and sponsor shirts for Oktoberfest. Reach out for internships for students in Mississippi not just the Golden Triangle
- Erinn Holloway – Co-teaching and presenting at various middle schools in the area. Speaking about study abroad and MUW with these students.
- Dr. Hunter Manasco – Graduate SLP students service children in local schools and preschools for speech therapy and provide hearing and language screenings regionally to identify children in need at their educational institutions.
- Angie Atkins – RM will continue to assist with events that promote all the programs mentioned.
- Dr. Hunter Manasco – Undergrad SLP student group services local community through events like food drives and educational outreach.
- Dr. Brian Anderson – Public history has community impact potential through its internships as well.
- Erinn Holloway – Internship program in the Spanish Dept. where students are placed in a school, community group, etc. to help with English communication, translation of documents, etc. Helping with non-native English speakers focusing on the Latinx community.

Goal 4 – Contribute to the Cultural Enrichment of Our Communities

- Amanda Clay Powers – Continue to partner with departments on campus to support inclusive programming. Writing and sponsoring grant applications to acquire funding for this programming. Continue the IDEA Book Club, focusing on diverse and inclusive materials. Partner with the Common Read Committee to broaden campus involvement in reflecting and growing our commitment to critical thinking and related programming (accessible to all!).
- Dr. Kim Whitehead – Forum Series hosted by Honors College
- Luis Leal – Host an around the world cultural food festival. Allow people from all cultures to set up booths of artifacts/ things from their countries as well as food so they can teach not only students but the communities as well, inv K-12

- Nora Miller – theatre and music performances - live and virtual, art gallery talks, Welty symposium, Honors forums, COPLAC membership will offer more opportunities
- Dr. Tammie McCoy – College will have course content regarding cultural differences and allow students to explore multiple cultures and adopt culturally sensitive care...
- Dr. Brian Anderson – This is what A&S is all about: WWS, Music by Women, theatre productions, art exhibitions, guest speakers (including science as well as liberal arts speakers). WMUW and the Spectator are also points of cultural outreach to the community.
- Dr. Deb Wells – Continue programing and working with Safe Haven and the needs and education to prevent Domestic Abuse.
- Penny Mansell – While on a smaller scale, we invite our children, families, and students to share and promote their cultural experiences throughout the school year. Just this week we had an MUW student share activities to promote an understanding of Kwanzaa and Swahili words. By introducing and promoting varied cultures to our MUW students, families and children early, we promote a future foundation for normalizing acceptance and cultural competencies.
- Karen Clay – Common Read Initiative programming - involvement with district attorney's office and judiciary; student organizations, Honors College, DEI, and alumni groups - and of course, public has been invited/participated. Hope to continue these collaborations.
- Mea Ashley – Collaborating with the DEI council and student groups on events for marginalized populations.
- Jennifer Claybrook – Helping local elementary school aged children put on recreation demonstrations and working on a partnership with the city to help with after school programs with recreation events
- Dr. Brandy Larmon – Student Organizations host at least one annual meeting with culture/global emphasis. For example, an ASN alum is instrumental in Danita's Children, a nutrition program for Haiti's poverty-stricken children. They adopt a child to pay nutritional needs for, and our alum collaborates to provide an educational offering on the program for our students.
- Erinn Holloway – Used the bar codes last year so people could access videos of students speaking about certain aspects of the Day of the Dead in the exhibit. Funded a trip through an APIL grant to take students to Meridian to attend a dinner/Flamenco show at The Riley Center.

Academic Calendars –

Dr. Scott Tollison presented the 2022-23 and 2023-24 academic calendars that were prepared by the Academic Calendar Committee. The main differences are the spring semesters for both proposed calendars will start a week later than the current calendar, and Spring Commencement will move from Saturday to Friday. Andrew Moneymaker asked that the calendars note the residence halls open in the fall semesters on Tuesday, August 9, 2022 rather than Thursday, August 11 and Tuesday, August 8, 2023 rather than Thursday, August 10, 2023. Following a motion by Amanda Clay Powers and a second

by Dr. David Brooking, the 2022-23 and 2023-24 academic calendars were accepted as presented with the changes recommended by Mr. Moneymaker.

Ms. Lowery noted that the university's SACS visit will be in the Spring 2023 semester. She asked the Administrative Council members to let her know by Monday of any dates to avoid when she works with SACS to schedule the visit.

Faculty Senate Update –

Dr. Hunter Manasco said Faculty Senate discussed the Student Emergency Fund Committee policy and salary compression at its last meeting. He reported that \$3,318 has been awarded for faculty development so far from Fund A, and \$2,097 has been awarded from Fund B.

Staff Council Update –

Ashley Hammack said the Salvation Army toy drive will conclude on December 8 when the collection bins in the buildings are picked up for the Staff Recognition Luncheon and Meeting on December 9.

SGA Update –

Luis Leal said SGA is waiting to see what the Mississippi Legislature does about the HELP scholarships for students.

Policies –

Following a motion by Mea Ashley and a second by Ms. Lowery, the Administrative Council voted to recommend President Miller approve changes to PS 7201 (Textbook Adoption).

Following a motion by Dr. McCoy and a second by Mr. Moneymaker, the Administrative Council voted to recommend President Miller approve changes to New Policy (Student Emergency Fund Committee).

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