

2/4/22 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Angie Atkins, Dr. Marty Brock, Dr. David Brooking, Karen Clay, Jennifer Claybrook, Mark Ellard, Rodney Godfrey, Ashley Hammack, Jessica Harpole, Erinn Holloway, Jody Kennedy, Dr. Brandy Larmon, Luis Leal, Melinda Lowe, Carla Lowery, Shannon Lucius, Dr. Hunter Manasco, Iika McCarter, Dr. Tammie McCoy, President Nora Miller, Jennifer Moore, Andrew Money maker, Nicole Patrick, Anika Perkins, Amanda Clay Powers, Laura Quinn, Ginger Smith, Susan Sobley, Andrea Stevens, Dr. Scott Tollison, Randy Vibrock, Dr. Deb Wells, Dr. Kim Whitehead, and Ken Widner

President Nora Miller called the meeting to order.

Minutes -

Following a motion by Amanda Clay Powers and a second by Dr. David Brooking, the minutes from the December 2021 meeting were approved.

University Update –

President Miller noted the university had a delayed start to the spring semester, but things have been busy since the semester began, including an Honors College Forum, the Black History Month Lecture Series, a basketball game, and a reception at the Columbus Arts Council for the opening of the O.N. Pruitt's Possum Town exhibit were all scheduled for yesterday. The university is a co-sponsor for the exhibit. She thanked University Relations, particularly Rich Sobolewski, for putting a calendar back on the home page. The university tried to find a multifunctional calendar that would handle facilities reservations and be a general calendar of events, but in the absence of finding that, departments and organizations are asked to continue to use EMS to reserve space (and for safety's sake, to know where people are) and to post on the "Month at a Glance" calendar on the home page for events that are open to the campus or the public. For those who are unsure how to post to that calendar, Rich can offer instructions.

The third IHL legislative update call for this session will be held later today. The summary of bills IHL has been following has dropped from 47 pages to 18 pages after this week's deadline for action in the originating chamber. President Miller said the appropriations bills should be introduced later this month.

She said work has started on the university's SACSCOC reaffirmation with the onsite visit scheduled for March 19 – 21 2024. The university has been approved for a differentiated review, which means the university will need to complete 40 out of the 72 standards, Carla Lowery added. President Miller said the goal is to continue the good work that was done on the Fifth Year Report so the off-site review team in fall of 2023 can knock out most of the review and the on-site team can focus on the Quality Enhancement Plan. She noted the deadline for QEP proposals was extended until February 7. She is looking forward to seeing the proposals and to see which one is ultimately chosen. More information on the QEP process can be found at www.muw.edu/qep

Strategic Plan Pillar Discussion-Degree Completion –

The Administrative Council is discussing a pillar of the university's new Strategic Plan each month. This month's discussion was on Degree Completion. Dr. Scott Tollison said the university should strive to keep things fresh for students, and this has been done by adding new majors and minors in all of the Colleges/School. He called on the enrollment management directors to discuss ways their departments are working toward the goals under Degree Completion, which are:

Goal 1 – Recruit a Diverse Student Body to Ensure a Vital University Community

Goal 2 – Provide Equal Access to Advising, Mentoring, and Support Services to All Students

Goal 3 – Assist Students to Maintain Financial, Physical, Emotional, and Mental Well-Being

Goal 4 – Support Students Through Degree Completion and Into Their Careers

- Admissions – Iika McCarter said the recruitment team of six people has traveled to over 200 locations or participated in virtual recruitment events during this recruitment cycle. More than 50 students participated in the Fall Visit Day, and Admissions plans to do another one in the spring and add the Honors College and Counseling Services to it. Many students have come to campus for individual campus visits and Admissions has brought the campus to students who aren't able to travel to campus. This is done through meet and greets in strategic locations. A local brunch on a Saturday will be planned for local students, parents and guidance counselors. Admissions has added a program called Slate that they feel will help improve connections to students.
- Student Success Center – Dr. Brooking said both the Title III grant and the Woodward Hines grant assist in helping the university meet the Degree Completion goals, including onboarding new students, financial aid verification, new student orientation, Degree Works, online tutoring and peer tutoring. He also noted that \$18,000 in scholarships have been awarded to students from the Woodward Hines completion grant, and a third counselor has been added to the Counseling Center through the Title III grant.
- Registrar's Office – Shannon Lucius said the Registrar's Office has supported Degree Completion through Degree Works. She encouraged faculty and staff to attend the orientation sessions Ms. Lowery is offering. She feels once all faculty are using Degree Works it will make advising easier, and she is hopeful to give students access to Degree Works later in the semester. She mentioned the good information about Degree Works provided in the recent article from University Relations.
- Financial Aid – Nicole Patrick said the Student Emergency Fund has been very important to our students. With the Campus Logic software, she hopes there will be a quicker turnaround to make financial aid awards. Financial Aid has added Blackbaud scholarship software. She thinks it will provide a seamless process once all departments are trained to use it. She also mentioned she is exploring the possibility of federal work study funds being used for off-campus employment.

Faculty Senate Update –

Dr. Hunter Manasco said Faculty Senate has a subcommittee looking into faculty salaries and salary compression. Faculty Senate is still distributing funds for faculty development through Fund A and Fund B. They have been monitoring the legislative bills, including one that would faze out tenure and some bills dealing with critical race theory. The bill about tenure died, and a smaller critical race theory bill was passed by the Senate. Faculty Senate is also gathering information about the name change.

Staff Council Update –

No report

SGA Update –

Luis Leal said SGA is focused on letting students know what SGA is about and to get their opinions about what events they would like to see on campus. He also noted SGA is doing a video about Black History Month.

Other Updates –

Dr. Tammie McCoy encouraged faculty and staff to get their COVID vaccinations and booster shots by calling the W Health Center to make an appointment.

Laura Quinn reminded the group that staff evaluations are due in PeopleAdmin by February 8.

Andrea Stevens said the MUW Alumni Association 2022 BLUE (Building Leadership Understanding and Education) Event is set for February 10. The keynote speaker is Dr. Nichole Thompson, global thought leader, entrepreneur, DEI champion and educator. The purpose of the event is for students and alumni to network and engage.

Mark Ellard noted the university has switched over to in-house maintenance and grounds, and he asked for patience during this transition.

Ms. Patrick mentioned student applications for the last round of COVID funding will open next week.

Dr. Tollison added that students should be encouraged to apply for grants for the Summer 2022 term through the Mississippi Governor's Emergency Educational Relief Fund – Summer Grant Program. It's a one-time grant for up to \$1,000.

Policies –

Following a motion by Amanda Clay Powers and a second by Dr. McCoy, the Administrative Council voted to recommend President Miller approve changes to PS 1305 (Procedures for Conferring Emeritus Rank on Retiring Faculty).

Following a motion by Dr. Brian Anderson and a second by Dr. McCoy, the Administrative Council voted to recommend President Miller approve changes to PS 1309 (Course Syllabi).

Following a motion by Ms. Lowery and a second by Mr. Leal, the Administrative Council voted to recommend President Miller approve changes to PS 3503 (Institutional Review Board).

Following a motion by Dr. Brooking and a second by Ms. Lowery, the Administrative Council voted to recommend President Miller approve changes to PS 3546 (Enrollment Management Council).