

2/3/23 Administrative Council Meeting Minutes

Participated in Zoom meeting: Dr. Brian Anderson, Mea Ashley, Angie Atkins, Dr. Dorothy Berglund, Russell Brandon, Dr. David Brooking, Aaron Brooks, Karen Clay, Jennifer Claybrook, Rachael Damms, Mark Ellard, Rodney Godfrey, Jessica Harpole, Dr. Marty Hatton, Jody Kennedy, Dr. Holleen Krogh, Dr. Brandy Larmon, Melinda Lowe, Penny Mansell, President Nora Miller, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, Sam Garrie for Mackenzie Pearce, Anika Perkins, Amanda Clay Powers, Laura Quinn, Ginger Smith, Susan Sobley, Andrea Stevens, Dr. Scott Tollison, Randy Vibrock, Dr. Deb Wells, and Ken Widner

President Nora Miller called the meeting to order.

Minutes -

Following a motion by Amanda Clay Powers and a second by Dr. Holleen Krogh, the minutes from the November and December 2022 meetings were approved.

University Update –

President Miller noted there are many events happening on campus. The University of Mississippi Medical Center is having their Healthcare Pathways program in Turner Hall tomorrow. This program will bring around 80-100 high school students to explore different healthcare fields. Also, tomorrow is Music Day in Poindexter Hall after having had a Band Day yesterday. She said she has enjoyed seeing the Admissions visitor parking spots filled and to see the names of the prospective students who are being welcomed to their campus visit. The Nursing & Health Sciences Career Fair is set for February 9 in Pohl Gymnasium from 10:00 a.m. to 2:00 p.m. A number of activities are scheduled to honor Black History Month, so she encouraged Administrative Council members to check that calendar and plan to attend those events. The MUW Alumni Association will host BLUE Event – Building Leadership Understanding and Education – on February 23. President Miller asked the Administrative Council members to encourage students to attend this valuable program. Senior basketball players will be honored February 11, and baseball and softball will have their first home games this month.

President Miller reported a group of faculty, staff and alumni will be compiling all of the activities and programming the university does in line with the historic mission of providing educational and leadership opportunities for women, advancing women's policy initiatives and brainstorming other ideas for the next year.

She said the Naming Taskforce will continue to research historic names, discuss what is most important in a name and develop more ideas for marketing and communicating the process, including the reports summarizing the surveys and focus groups that were conducted last semester.

President Miller mentioned the Legislature is in session, and this week marked one of the major deadlines for action on general bills originating in each respective house. A

number of bills have died, but appropriations and capital expense bills have not been introduced yet. IHL's appropriations hearings with the Senate and House sub-committees were held last month. The bills IHL is most interested in so far are the redesign of the state's grant programs, MTAG and HELP. The requirements and award amount for MESHG would remain the same. MTAG would not have an ACT requirement and would be available to part time, non-traditional students and full Pell recipients. She said those changes would really benefit The W's students. The proposal for HELP is more troublesome, she said. It would lower the payment for the freshman and sophomore years to the average community college tuition. Presently, most HELP recipients opt to attend a 4-year university. She will participate in an IHL legislative update conference call later this morning, so hopefully she will learn more then.

Emergency Call Center –

Jessica Harpole said the CAT Team (Crisis Action Team) regularly participates in training and drills and looks for ways to improve response. She said one way to improve is the university's response, specifically with a call center, which would be used after the danger has passed to get information out to concerned individuals such as parents. The call center has not been used yet because more depth of personnel is needed. Messages will go out to each office that has reasonable available personnel and those offices are asked to give names of employees who can participate. These should be employees with good phone skills and customer service skills. After the names are collected, those individuals will participate in FEMA training.

Faculty Senate Update –

Dr. Holleen Krogh said Faculty Senate sent a letter to President Miller in support of the name change process. She also reported that approximately \$3,100 has been awarded from Fund A and approximately \$2,000 from Fund B.

Staff Council Update –

Rachael Damms said Staff Council awarded textbook scholarships to two staff members for the spring semester. The new process is those staff members should opt into the W Books Plus program and then their accounts will be credited. She also said Staff Council is trying to reboot the office appreciation program, and Owl Star nominations are open.

SGA Update –

In the absence of Mackenzie Pearce, SGA Vice President Sam Garrie gave the SGA update. He said SGA has had a great start to the year, beginning with a mid-year retreat and Queso and Questions. For Queso and Questions, representatives from the Taskforce, Ms. Powers, Kassidi Monica and her team from Sodexo, and Coach Scott Mularz from Athletics attended to address some questions and concerns students have raised this year. SGA is cosponsoring Second Chance Prom with other organizations on February 17. SGA also is planning to cosponsor Owls Block Party in April. SGA Election Day is set for March 31 with an open informational set for the first week in March.

Other Updates –

Jennifer Claybrook reported she, President Miller, Dr. Chad Murphy who serves as the Faculty Athletic Representative and Daniel Talley who serves as Director of Compliance attended the NCAA Convention in January. They attended educational sessions, a Division III issues forum, the New Member Education Session, Division III Business Session and the St. Louis Intercollegiate Athletic Conference (SLIAC) meetings. Ms. Claybrook noted that the university has a new NCAA mentor, Dr. Kim Fierke from SUNY Oneonta. The university submitted the NCAA Financial Reporting Form, this year using the Equity in Athletics Disclosure Act Document (EADA), and they are continuing to work through the annual report, which is the Year 3 report. She announced that the department had a cumulative GPA of 3.16 for the fall semester with 150 student athletes on the Athletic Director's Honor Roll. 94 of those finished with a 3.5 or above and 48 had 4.0 GPAs for the semester. To conclude her update, Ms. Claybrook noted the following upcoming athletic events: women's and men's basketball senior day on February 11, softball alumni event on February 25, The W Athletics Hall of Fame induction ceremony on April 1 during Homecoming and Owl Athletics Golf Outing on June 2.

Laura Quinn reminded the group that February 8 is the deadline for staff evaluations to be completed.

Policies –

PS 1310 (Faculty Development Monies) was pulled from the agenda and will be discussed at the next meeting.

Following a motion by Dr. Krogh and a second by Dr. Dorothy Berglund, PS 1313 (Criteria and Procedures for Faculty Salary Increases) was accepted into the review process.

Following a motion by Dr. Brian Anderson and a second by Ms. Powers, the following policies were accepted into the review process:

- PS 1301 – Employment of Faculty or Professional Staff in the Area of Academic Affairs
- PS 1306 – Educational and Sabbatical Leaves of Absence for MUW Faculty Members
- PS 1307 – Adjunct Faculty and Faculty Overloads
- PS 1311 – Misconduct in Research
- PS 1314 – Standards for Evaluation of Faculty and Academic Department Chairs
- PS 3520 – Scholarship Appeals Committee
- PS 3544 – MUW Council of Chairs

Following a motion by Ms. Powers and second by Mea Ashley, the Administrative Council voted to recommend President Miller approve PS 3301 (Allocation and Use of Information Technology Resources) with recommended changes from the policy originator and a typo change recommended by the Council of Chairs.

With a motion by Ms. Powers and a second by Dr. Krogh, the Administrative Council meeting adjourned.