

## **10/6/23 Administrative Council Meeting Minutes**

**Present:** Dr. Brian Anderson, Russell Brandon, Dr. Marty Brock, Dr. David Brooking, Aaron Brooks, Melissa Buxton, Karen Clay, Wesley Garrett, Sam Garrie, Rodney Godfrey, Dr. Marty Hatton, Erinn Holloway, Jody Kennedy, Dr. Holleen Krogh, Dr. Brandy Larmon, Carla Lowery, Penny Mansell, Tequila McCoy, Nora Miller, Dr. Clear Moore, Andrew Moneymaker, 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 Elise Wilson

President Nora Miller called the meeting to order.

### **Minutes -**

Following a motion from Carla Lowery and a second by Andrew Moneymaker, the September 2023 meeting minutes were approved.

### **University Update –**

President Miller mentioned the university is working on the rollout of its new branding. The IHL Board is receptive to the university requesting a new name, so this will be brought forward at a later date.

President Miller said there are many campus events planned this month, including the Admissions Open House today. She also noted the university will have an historic marker unveiling on October 19. Recognizing that significant contributors to our local and state history have been absent from the memorialized history in Columbus, Mississippi School for Mathematics and Science students used historical research and oral histories compiled by Dr. Erin Kempker's MUW students to develop proposals for two new state historic markers on campus. The first marker names and celebrates the six women who dared to integrate Mississippi State College for Women, the university's name at the time of integration. The MSMS project, called *MoreStory*, was developed by MSMS faculty member and Emerson Collective fellow Chuck Yarborough.

### **Facilities Update –**

Carla Lowery reported the university will finalize its HVAC upgrades this fall; request for quotes (RFQs) went out this week for the preplanning for the Old Pohl Gym renovation, Hogarth renovation and Jones Hall renovation projects and the south campus chiller plant; and a campus lights survey is being conducted with plans to change out all lights with LED lights. The university plans to update its Campus Master Plan that is now 20 years old. A consultant has been hired to compile information on what has been accomplished since the previous Campus Master Plan was released and to plan a refresh for what still needs to be done. President Miller added that MSMS facilities will be included in the Campus Master Plan.

Ms. Lowery also announced the university's SACS document was submitted September 8. The off-site review report should be ready in late November to early December. The onsite visit is planned for March 5-7, 2024.

Ms. Lowery said all employees will receive an email next week about completing the mandatory cyber security training. Accounts will be locked for employees who do not complete the training within 45 days. Those employees will have to take the training in McDevitt and then have IT unlock their accounts.

**Faculty Senate Update** –

Dr. Holly Krogh reported \$4,850 is left in Fund A (faculty travel) and \$1,275 is left in Fund B (improvements in classroom teaching). She also noted a faculty salaries committee is forming to develop a procedures manual to improve salary equity issues.

**Staff Council Update** –

Tequila McCoy said Staff Council is focusing on staff recognition by sending personalized notes to staff members, doing a monthly office recognition (The Registrar's Office is the most recent office to be recognized.), and the Owl Star Award (Kelsey Damms from the Library is the most recent Owl Star of the quarter.)

**SGA Update** –

Sam Garrie said the new SGA Senate has been initiated. He also noted the Mississippi SGA group will focus on food insecurity this year.

**Other Updates** –

Dr. Deb Wells announced the 3<sup>rd</sup> Annual Health and Wellness Fair is set for October 10 and more than 20 vendors are expected.

Laura Quinn reminded the group October is open enrollment month. She said employees who need to attend a mandatory session will receive an email from Darlene Brooks. Public Employees' Retirement System of Mississippi (PERS) and Mississippi Deferred Compensation (MDC) will make a "PERS on the Move" presentation October 18.

**Policies** –

Following a motion by Dr. Marty Hatton and a second by Amanda Clay Powers, PS 3525 (Graduate Council) and PS 3533 (Teacher Education Council) were accepted into the review process.

With a motion by Andrew Moneymaker and a second by Rodney Godfrey, the Administrative Council meeting adjourned.