

## **11/3/23 Administrative Council Meeting Minutes**

**Present:** Dr. Brian Anderson, Mea Ashley, Russell Brandon, Dr. David Brooking, Aaron Brooks, Melissa Buxton, Karen Clay, Wesley Garrett, Sam Garrie, Rodney Godfrey, Jessica Harpole, Dr. Marty Hatton, Jody Kennedy, Dr. Holleen Krogh, Dr. Brandy Larmon, Carla Lowery, Shannon Lucius, Penny Mansell, Iika McCarter, Tequila McCoy, Dr. Clear Moore, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, Anika Perkins, Laura Quinn, Ginger Smith, Susan Sobley, Andrea Stevens, Dr. Scott Tollison, Randy Vibrock, Dr. Deb Wells and Dr. Kim Whitehead

In the absence of President Nora Miller, Dr. Scott Tollison called the meeting to order.

### **Minutes -**

Following a motion from Dr. Brian Anderson and a second by Dr. Clear Moore, the October 2023 meeting minutes were approved.

### **University Update –**

Dr. Tollison announced the U.S. Department of Education accepted IHL's appeal to be removed from heightened cash monitoring status due to the IHL system's audit being submitted after the deadline. The removal of the heightened cash monitoring status should also trigger SACS to remove the substantive change restriction for the institutions. In regards to SACS, Dr. Tollison said the university will receive its off-site report for reaccreditation on November 17. He also reminded the Administrative Council members the group will meet with Pryor and Morrow architects next Friday to discuss the campus master plan.

### **Faculty Senate Update –**

Dr. Holly Krogh reported \$3,800 is left in Fund A (faculty travel) and \$1,275 is left in Fund B (improvements in classroom teaching). She also noted Faculty Senate recently approved updates to the Faculty Senate constitution that will go to a vote with all full-time faculty early this month.

### **Staff Council Update –**

Tequila McCoy said Staff Council is organizing a Mocktails and Painting Event for staff on November 16. The deadline to sign up is November 8. She also mentioned the deadline to nominate someone for the Owl Star Award is November 15.

### **SGA Update –**

Sam Garrie said SGA is working on a food drive and pennies war to help fund the Owls Food Pantry.

### **Other Updates –**

Andrew Moneymaker said Housing and Residence Life is partnering with Sodexo to sponsor a chili cookoff early next spring to help fund the Owls Food Pantry. If other groups would like to sponsor this event, they should reach out to him.

Carla Lowery noted FEMA emergency training will be available on campus today and December 1. In addition to the group training, the training also can be done individually. She noted cyber security training is going on now. President's Cabinet members will receive lists of those in their areas who haven't completed the required training so they can be encouraged to complete it before the deadline. Ms. Lowery referred to several ongoing and future projects, including a roofing project that is on the November IHL Board agenda. She reminded the group that the Veterans Day program is set for next Friday, November 10 and that all faculty, staff and students who are veterans will receive free lunch in the cafeteria that day.

Penny Mansell said the School of Education will host a Future Teacher Fair on December 8, and the application is open for Governor's School for summer 2024.

Karen Clay reminded the group about the email from President Miller requesting nominations for the diversity awards. Nominations are due December 8.

Jessica Harpole mentioned Athletics and Campus Recreation have merged with Student Affairs.

**Policies** –

Following a motion by Mr. Moneymaker and a second by Ms. Lowery, PS 3507 (Faculty Research Committee) were accepted into the review process.

Following a motion by Dr. Marty Hatton and second by Dr. Moore, PS 3528 (Faculty Appeals Committee) was accepted into the review process.

With a motion by Ms. Lowery and a second by Dr. Moore, the Administrative Council meeting adjourned.