

12/1/23 Administrative Council Meeting Minutes

Present: Dr. Brian Anderson, Russell Brandon, Dr. David Brooking, Karen Clay, Buddy Foster, Sam Garrie, Rodney Godfrey, Jessica Harpole, Dr. Marty Hatton, Erinn Holloway, Dr. Holleen Krogh, Dr. Brandy Larmon, Carla Lowery, Shannon Lucius, Penny Mansell, Tequila McCoy, President Nora Miller, Dr. Clear Moore, Jennifer Moore, Andrew Moneymaker, Nicole Patrick, Amanda Clay Powers, Laura Quinn, Susan Soble, 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 Amanda Clay Powers and a second by Dr. Holly Krogh, the November 2023 meeting minutes were approved.

University Update –

President Miller reported the IHL Board has given the university approval to request the Legislature approve a new university name. She is meeting with local legislators to request they author the bill.

President Miller noted the university received the SACS off-site review report and was told the university's submission was as close to complete as they had seen. A few items require more documentation. She thanked Carla Lowery, Dr. Tom Richardson and all who participated in the process. The on-site visit will be in March with the focus mainly on the Quality Enhancement Plan (QEP) so she called on Dr. Richardson, Dr. Erin Kempker and Elise Wilson to talk about the university's QEP, "Empowering Your Journey." Dr. Kempker said the full report with executive summary are up on the website, and she encouraged the Administrative Council members to read it. Programming will be pushed out in the spring to support the QEP. Dr. Richardson asked the Administrative Council members to encourage students to be involved in the QEP because it will help them understand the value of their education. He added that SACS requires the QEP to come out of assessment so the QEP will be important to the university's strategic priorities going forward. He thanked Dr. David Brooking as the original author of the QEP. Ms. Wilson feels The W's QEP is very timely because she believes employers still value liberal arts education.

Faculty Senate Update –

Dr. Krogh reported the Faculty Senate passed an amendment to its constitution in October and then the full faculty voted on it. It was approved by Dr. Scott Tollison and awaits the approval of President Miller. She also noted 13 awards totaling \$4,550 have been awarded from Fund A (faculty travel) and three requests or \$1,725 have been awarded from Fund B (improvements in classroom teaching).

Staff Council Update –

Tequila McCoy reminded the group that the toy drive for the Salvation Army ends December 7 and the toys will be presented to the Salvation Army at the annual Staff Recognition Luncheon and Meeting. The Owl Star of the fourth quarter and Owl Star of the Year also will be recognized at the luncheon. She was pleased with the recent painting event for staff and felt it was a great opportunity to build relationships.

SGA Update –

Sam Garrie noted the food drive will conclude this month.

Other Updates –

President Miller announced the university will close at noon on December 20.

Rodney Godfrey mentioned there are several technology projects coming up, including the upgrade to the server and the continuation of the PC replacement plan. He also said IT will roll out new EndPoint protection for all computers. President Miller reminded the group that all employees need to complete the security training.

Ms. Wilson said Career Services will have an open house on December 4.

Dr. Brooking mentioned scholarship levels for incoming freshmen will increase by \$1,000 effective Fall 2024.

Policies –

Following a motion by Dr. Marty Hatton and a second by Ms. Powers, the Administrative Council voted to recommend President Miller approve changes to PS 3525 (Graduate Council). The Administrative Council discussed revisiting this policy to add a graduate student when SGA amends its constitution to include a graduate student.

Following a motion by Russell Brandon and second by Ms. Lowery, the Administrative Council voted to recommend President Miller approve changes to PS 3533 (Teacher Education Council).

With a motion by Ms. Powers and a second by Andrew Moneymaker, the Administrative Council meeting adjourned.