

**University Council
Gold Room – Bibb Graves Hall
January 15, 2014**

Present:

Dr. Rebecca Turner, Vice President for Academic and Student Affairs
Dean John-Bauer Graham, Library Services
Dean John Hammett, College of Education and Professional Studies
Dean Earl Wade, College of Arts & Sciences
Dean Bill Fielding, College of Commerce and Business Administration
Mr. David Hofland for Dean Christie Shelton, College of Nursing
Ms. Jade Wagner, President of SGA
Dr. Tim King, Associate Vice-President for Enrollment Management & Student Affairs
Mr. Vinson Houston, Vice President for Information Technology
Dr. Louise Clark, Associate Dean, College of Commerce and Business Administration
Mr. John Rosier for Dr. Alicia Simmons, Executive Director of Planning and Research
Ms. Emily White, Registrar
Ms. Allyson Barker, Acting Vice-President for Administrative and Business Affairs
Mr. Tony Bennett, University Auditor
Dr. Charles Lewis, Vice President for University Advancement
Dr. Joe Delap, Vice Provost and Dean of Graduate Studies
Dr. Teresa Gardner, Faculty Senate President
Mr. Sam Monk, University Counsel
Dr. Joe Walsh, Associate Vice President for Educational Technology and Support

Absent:

Mr. Don Killingsworth, Government Relations
Mr. Greg Bonds, Associate Athletic Director, Internal Affairs
Mr. Tim Garner, Executive Director, Marketing and Communications

Guests:

Ms. Patty Hobbs, Public Relations
Ms. Angie Finley, Public Relations

Old Business:

Minutes of the November 6, 2013 meeting were approved as submitted.

Ms. Patty Hobbs and Ms. Angie Finley conducted a brief presentation advising appropriate procedures for JSU faculty and staff regarding communicating with the press. They also discussed several different options of communicating with students through social media, the news wire, etc.

New Business:

Mr. Sam Monk summarized the “*Request for Waiver of Insurance & Indemnity Agreement*” and shared the purpose of the form with the council members.

Dr. Charles Lewis discussed the “*Final Communications Plan/PR101*”. After some discussion and edits proposed by the council **the plan was voted on and approved. The effective date is January 15, 2014.**

Ms. Jade Wagner gave the following report on the SGA: The SGA has made a proposal to relocate the placement of ashtrays to be twenty-five feet away from all buildings; January 16th will be “*Spirit Night*” at the JSU basketball game; the SGA will sponsor “*Cockystock*”, a fun filled festival held on the TMB lawn and the Quad at the end of the spring semester; and lastly, charging stations for electronic devices will be mounted in the cafeteria and the library. There will be one mobile charging station as well.

Dr. Teresa Gardner, Faculty Senate President, reported that Ms. Janet Moore demonstrated the correct way to use “*Grades First*” and Ms. Gena Christopher gave an update on the QEP at their last meeting. Also, the Faculty Senate proposed a new faculty award titled, “*The Award for Excellence in Learning Technology*” to be established in 2014. **The resolution was approved by the University Council** and will be posted on the website by the Faculty Honors Committee. The April Faculty Senate meeting date has been changed to April 21st. The Senate plans to invite the Trustees to speak after the BOT meeting.

Mr. Sam Monk reported revisions need to be made to the *Intellectual Property* policy before the next review from SACS. **It was decided that after revisions are made the policy will be sent to University Council members to be voted on electronically. Subsequently, the policy will be sent to the President for his approval.**

Ms. Emily White issued handouts regarding registration notification. Ms. White also informed the council that a Graduation Fair for fall graduates will be held in Leone Cole Auditorium on August 26th.

Dr. Rebecca Turner announced Dr. Nuria Cuevas, a SACS representative, will be on campus January 21 – 22.

Announcements:

Ms. Jade Wagner reported February 27th is *Higher Ed Day*.

Dr. Turner introduced Dr. Joe Walsh as the new AVP for Educational Technology and Support.

Dr. Charles Lewis gave an update on Capital Campaign.

Ms. Allyson Barker encouraged all to participate in the Staff Performance evaluations and submit them on time.

Mr. John Rosier gave a CHP (Credit Hour Production) report.

Dr. Tim King thanked Dr. Turner, Dr. Lewis, and Ms. Allyson Barker for attending “*Ask JSU*”. There was a good turnout for the event which was held in Guntersville, AL.

Mr. Vinson Houston announced the first release of electronic billing.

Dr. Tim King shared complaints from students regarding customer service from faculty and staff at JSU. He reiterated the need to be respectful and available to the students when they ask for help.

Meeting Adjourned.