

University Council
Gold Room – Bibb Graves Hall
March 19, 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
Dean Christie Shelton, College of Nursing
Dr. Joe Delap, Vice Provost and Dean of Graduate Studies
Ms. Julie Nix for Dr. Tim King, Associate Vice-President for Enrollment Management & Student Affairs
Dr. Joe Walsh, Associate Vice President for Educational Technology and Support
Ms. Jade Wagner, President of SGA
Mr. Vinson Houston, Vice President for Information Technology
Dr. Louise Clark, Associate Dean, College of Commerce and Business Administration
Ms. Allison Newton for Dr. Alicia Simmons, Executive Director of Planning and Research
Ms. Tori Gaddy for Ms. Emily White, Registrar
Ms. Rosalynn Martin for Ms. Allyson Barker, Acting Vice-President for Administrative and Business Affairs
Dr. Charles Lewis, Vice President for University Advancement
Dr. Teresa Gardner, Faculty Senate President
Mr. Sam Monk, University Counsel
Mr. Greg Bonds, Associate Athletic Director, Internal Affairs

Absent:

Mr. Don Killingsworth, Government Relations
Mr. Tim Garner, Executive Director, Marketing and Communications
Mr. Tony Bennett, University Auditor

Guests:

Ms. Rosalynn Martin, Director, Human Resources

Ms. Rosalynn Martin distributed handouts and discussed the *“Final Rule: Section 503 of the Rehabilitation Act”*. Ms. Martin also reminded everyone that Staff Evaluations are due April 1st and the Sexual Harassment course must be completed by March 31st.

Old Business:

Minutes of the January 15, 2014 meeting were approved as submitted.

Changes to the following policies were presented to the University Council members for their information. No approval from the council was necessary.

- Policy I:02:07:01 - Consulting Contracts
- Policy I:02:06 - Classified Employee Absences Because of Inclement Weather
- Policy I:02:23 – Nepotism

The following policy has been deleted:

- Policy I:02:19 – Blood Donation Leave

Dr. Turner shared the memo from Dr. Meehan to Allyson Barker regarding *Accrual of Sick Leave* for all head coaches and assistant coaches as a new benefit.

Dr. Turner announced the *Communications Plan* has been **approved by the President and will be sent to Lu Mosely for posting.**

New Business:

Ms. Tori Gaddy, Assistant Registrar, discussed the proposed Academic Calendar for Fall 2015 – Spring 2018. **The council members are to review the proposals and provide input at the next meeting.**

Ms. Rosalynn Martin requested that *Policy I:02:02 – Job Classification and Pay Plan*, be **re-visited at a later date.**

Dr. Turner proposed that a *signature line for the Executive Director, Institute for Research and Collaboration (IRC)*, be added to the bottom of BA Form 42 and Policy II:05:01. A motion and second was made to **approve** said change. It will be sent to Lu Mosely for posting and replacement of previous BA Form 42.

Ms. Jade Wagner gave the following report on the SGA: the SGA will sponsor “*Cockystock*”, a Music and Arts festival to be held on the TMB lawn on April 9th featuring the R&B band, “Suite 709”; the SGA Banquet will be held April 7th; Higher Ed Day was very successful with JSU winning the banner competition; and lastly, Ms. Wagner thanked Drs. Meehan, Turner, and King for their willingness to meet with students concerning issues with Mason Hall.

Dr. Teresa Gardner, Faculty Senate President, reported that Dr. Joe Walsh and Dr. Tim King attended the last Faculty Senate meeting and provided a lot of helpful information. Senate elections will be held in May with Dr. Melanie Wallace serving as the in-coming President. Dr. Gardner also encouraged each department to vote for an alternative representative; therefore, all departments will be represented at the faculty senate meetings. Additionally, Dr. Gardner shared information with the council regarding Higher Ed Day; and lastly, Dr. Gardner proposed the idea to present “key rings” with JSU logo to all graduates as a memento from the Faculty Senate.

Announcements:

Dr. Fielding reported some states such as Mississippi, Tennessee, and Florida are discussing offering free tuition for Community College students.

Mr. Sam Monk warned that the Registrar's Office has received forged transcripts. Also, Mr. Monk expressed the importance of everyone keeping all documentation on employee and student discipline records.

Lastly, Mr. Monk discussed certain precautions when issuing vendor contracts. It was requested that he provide a list of those precautions to share with faculty and staff.

Dr. Louise Clark reported the SACSCOC committee will be on campus April 7th – 10th. Everything has been submitted to the team members for their review. Furthermore, the QEP marketing is going very well.

Dr. Wade made an inquiry regarding RICOH and their requests for documentation. Mr. Monk will speak with Joe Whitmore concerning this matter.

Dr. Charles Lewis introduced a new form to be placed online for faculty and staff use titled, "*New Fundraising Initiative Questionnaire*".

Dr. Joe Walsh reported that JSU has decided to continue with BlackBoard for its Learning Management System pending approval of the new contract.

Dr. Turner reported the *Intellectual Property and Fair Use Policy - II:05:03* has been **approved by the President and sent to Lu Mosely for posting.**

Dr. Turner announced all University Council members will be invited to participate in the exit meeting conducted by the SACSCOC committee members. A schedule is forthcoming.

Meeting Adjourned.