

Executive Council Minutes

January 24, 2012

Present: Jack Lassiter, David Ray, Clay Brown, Jay Hughes, Jay Jones,
Linda Rushing, Bob Ware, Bobby Hoyle, Susan Brewer

Mr. Hoyle discussed an e-mail usage policy. Mr. Jones stated that this policy will manage email and create distribution channels. The Council discussed and recommended changes to the policy. Once changes have been made and it has been approved by Legal Counsel, the policy will be made into an operating procedure after final review by the Executive Council.

Mr. Hoyle discussed the Barracuda spam filter, and the need to upgrade to a newer model. Dr. Lassiter approved for funds to be transferred from contingency to purchase this upgrade.

Mr. Ray requested that a budget be established for the 2014-2015 Higher Learning Commission accreditation visit. The Executive Council approved this request and appointed Dr. Marsha Clayton and Mr. Jay Hughes as co-chairs, and Dr. Ranelle Eubanks as liaison for the self-study.

Mr. Ray discussed a request from the School of Forest Resources to exceed the minimum wage for a part-time worker. Since this position is not paid with UAM funds, but with Division of Agriculture funds, there is no reason for this to be approved by the Executive Council.

Mr. Ray stated that instead of reprinting the catalog due to the 120/60 hour degree program change, each academic unit should have a link on their unit homepage that provides the most current information.

Dr. Brown stated that the Weevil Spring Spectacular will be April 13-14, 2012. He also noted that Relay for Life will be April 13th beginning at 6:00 p.m. and ending April 14th at 6:00 a.m.

Dr. Brown stated that due to the resignation of Joshua Pettigrew, Jim Brewer will move into the Graphic Design office and an Administrative Assistant will be hired to assist him. Mr. Pettigrew's position will be eliminated, resulting in a cost savings.

Dr. Brown stated that a Girls of Promise Conference will be held at UAM on Saturday, March 31, 2012.

Ms. Brewer discussed changes to Operating Procedure 515.1: Satisfactory Academic Progress. The Executive Council approved the changes, which will be updated on the website.

Mr. Ware stated that Speaker of the House Robert Moore will be honored on Tuesday, March 20, 2012 at 6:00 p.m. on the McGehee campus. The cost will be \$25 per person with the proceeds being used for a scholarship.

Mr. Hughes stated that there are currently 523 students in residence halls. He also noted that video surveillance systems are being installed in residential facilities.

Mr. Hughes stated that Mike Steelman will be on campus February 2, 2012 to look at BCM building for development as a Wellness Center.

Mr. Hughes stated that the Assistant Director with Aramark has resigned and they are in the process of hiring a replacement.

Mr. Hughes stated that the Event Information Form has been placed on the website. He noted that advisors of organizations must sign off on this form.

Mr. Ray stated that there are currently 3706 students enrolled, however final numbers will not be official until after census day on January 27.

Ms. Rushing stated that she has hired an Information Technology Coordinator on the Crossett campus.