

Executive Council Minutes

December 16, 2010

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

Dr. Lassiter discussed the upcoming legislative session and asked Council members to begin preparing data on information normally requested during a session, i.e., enrollment, budget, tuition and fees, remediation, retention, and graduation.

The Executive Council approved the attached new operating procedures regarding agency accounts and payment from the foundation fund. Dr. Lassiter reminded the Council that Dr. Brown would oversee adding and making changes to operating procedures.

The Executive Council approved a scholarship award to pay a student's account based upon information that was not available at time of registration.

Mr. Ware presented information regarding a student on the McGehee campus who never enrolled but received a bill. The Executive Council approved that the enrollment for this student be cleared.

Mr. Hughes discussed the banner/signage policy and after minor revisions will submit the policy for final approval.

Mr. Hughes discussed the validation of ID cards and the use of handheld scanners.

Mr. Ray stated that there were three proposals submitted for SURF grants and all have been funded.

Mr. Ray stated that the College Portrait is now on the website. UAM is a member of the VSA (Voluntary System of Accountability), and as stated on the VSA website "the College Portrait supplies basic comparable information through a common web report. Information includes student and campus characteristics, cost of attendance, success and progress rates, campus safety, class size, student experiences on campus, and student learning outcomes."

Mr. Ware announced that the Nursing pinning ceremony would be held December 17, 2010 at the Fine Arts Center.

Dr. Lassiter announced that classified employees will receive a 2% salary increase, effective January 1, 2011. The increase will not be retroactive to July 1 since these employees received a salary increase July 1, 2010 that was full implementation of the new pay plan.

Mr. Jones discussed a request for employees to work on December 30th and 31st, when the campus is closed. A policy from another campus was used as an example. That policy allows employees to work extra time prior to December and not be charged annual leave for these two dates. The Council decided that it was not possible to offer it this year since the work would have needed to be completed prior to the current day. Mr. Jones will research the matter and provide the Council with additional information so the matter can be considered before the time of a holiday. The Council anticipates that a case will need to be made for why the University's best interests are served by such a policy.

Dr. Lassiter stated that the Board of Visitors would meet on January 13, 2011. He requested that handouts be submitted to Ms. Harris prior to the meeting, so that they can be placed in the agenda book.