

## **Executive Council Minutes January 9, 2024**

**Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace**

**1. Preparation for Cold Weather – Dr. Doss**

The preparation of facilities and support for students during extreme cold weather was discussed.

**2. Trustee Eichler Visit – Dr. Doss**

Trustee Kelly Eichler will become the Board of Trustees Chair beginning in March. She will be visiting campus tomorrow from 9:00-11:00.

**3. Spring Enrollment Update – Mr. Becker, Mr. Hughes, Ms. Halley**

At this time, Monticello undergraduate is at 97% of budget, Monticello graduate is at 94.5%, Crossett is at 91% and McGehee is at 93%

There are currently 436 in housing, with only 34 who have not finalized.

We are very close to reaching the same headcount as last spring and are anticipating exceeding that goal.

**4. Windgate Funds**

A request was made for approval to update the Windgate scholarship criteria to include graduate students and to offer book stipends. The Executive Council approved this request by email on January 3.

**5. Student Success Funds**

As a reminder, last April, the Executive Council approved for textbooks to be included in the Student Success Award. Fundraising is ongoing for this fund, which assists UAM students who experience the need for one-time emergency financial aid.

**6. Consultant Abbie Kretz – Dr. Doss**

A planning meeting will be held with Ms. Kretz later this week to discuss projects, including a grant for generators for the University Center.

7. Paid Leave Proposals – Dr. Doss

Feedback was given for proposals to the University's paid leave programs. Dr. Doss will share the concerns with the System Office.

8. Voluntary Retirement – Ms. Halley

Three faculty members have requested voluntary retirement. The Executive Council approved these requests and these requests will be sent to the March Board of Trustees meeting.

9. Budget Hearings – Dr. Doss

Budget hearings will be scheduled for the end of February/first of March.

10. Balances of Unit Budgets – Dr. Doss

Vice Chancellors were asked to look at budgets in their respective areas. Budget check will be active in Workday this week. If an order exceeds the account balance, Finance will be notified and they will contact the requestor.

11. Request to Use Weevil Pond – Mr. Hughes

UAM Intramurals has requested the use of Weevil Pond on Monday, April 15 for the 4<sup>th</sup> Annual Intramural Fishing Tournament. They are requesting to use live bait for this tournament. The Executive Council approved this request.

12. Updates to UAM Website – Dr. Doss

As a reminder, each division/unit should be reviewing the UAM website and submitting an IT work order for updates and corrections.

13. Girl Power Event – Dr. Tucker

On February 22, the Southeast Arkansas Cooperative is hosting a Girl Power CNC (Computer Numerical Control) Competition for high school students. A request to offer a one-time \$500 scholarship to UAM for each of the three categories was made. The scholarship must be used the first semester of their freshman year at UAM. The Executive Council approved of this request.

## **Executive Council Minutes**

### **January 23, 2024**

**Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Bryan Fendley, Kelsey Englert, Christy Pace**

1. Virtual Tour Preview – Mr. Hughes, Mr. Fendley, Ms. Englert

A demonstration was given on the virtual tour and Executive Council members provided feedback. Updates will be made and will be brought back to EC before it is launched.

2. Board of Visitors Agenda – Dr. Doss

The next Board of Visitors meeting will be held on January 30. Agenda items to be shared with Board members were discussed.

3. Summer Work Schedule

The Executive Council approved the 4-day, 10-hour work schedule for this summer, with the exception of several critical offices that will be staffed on Fridays from 8:00-12:00. Those offices will include Academic Advising, Admissions, Cashier, Financial Aid, Housing, and Registrar. The schedule will begin on May 28 and end on August 9.

4. Trail Grant Program

An inquiry was made regarding the interest in a walking/biking trail on the Monticello campus. The funding would come from applying for ArDOT grants. The Executive Council discussed the idea but decided not to pursue this project at this time.

5. Bookstore – Dr. Tucker

Issues were discussed regarding textbooks not being available for students. Mr. Becker will review the contract and schedule a meeting with Follett.