

Executive Council Meeting

March 1, 2017

Present: Karla Hughes, Lisa Shemwell, Peggy Doss, Jay Hughes, Jay Jones, Linda Rushing, Bob Ware, JoAnn Maxey – UA System

1. Pre-Commencement Planning

The first planning meeting for Commencement was held in early February. A Commencement guidebook is being created that will be kept in Academic Affairs and will include all responsibilities for each office, as well as specific details that are performed. Each office will also be provided a detailed binder of their own responsibilities in their respective area.

Other details discussed:

- The current sound system is being looked at and a new system may be purchased that would be multipurpose to serve in many capacities.
- Prospective high school students are being considered to sing the national anthem and alma mater.
- Parking may be a challenge if the baseball championship tournament takes place at UAM.
- Options are being reviewed to pay additional police officers to work during Commencement.

2. Pre-Registration Planning

Information on pre-registration will be distributed. Priority registration will continue this year, which has shown significant increases in pre-registration numbers.

3. Summer School Planning

Operating Procedure 440.3 Summer School Compensation Policy is being reviewed and changes will be presented to the Executive Council for approval.

4. Moving Expense Policy

A draft policy with revisions was provided and discussed. A decision on a revised policy will be made by the May Executive Council work session, to go into effect September 1, 2017.

5. Chancellor's Report

- a. Budget – All budget hearings have been completed, and priorities have been submitted by budget directors. A summary will be provided to Executive Council, so that each Vice Chancellor can prioritize items in their units.

- b. Campus Projects – Building projects and student success projects were discussed including, Horsfall Hall, Library, Roof Repairs, Crossett Building, Harris Hall Attic, and EAB.
 - c. Summer Planning
 - With camps and other projects going on, please be patient with facilities as work orders and repairs are requested and completed.
 - The Executive Council will have work sessions May 22-23. More details will be provided, and there may be mini sessions to include other personnel. EC members should provide items to be considered for discussion.
 - All units should have work teams to review and propose changes to policies in their respective areas.
6. General Education Courses Taught at the Colleges of Technology
- Plans are in place, effective with the fall 2017 semester, to change the hiring process and account to the Monticello campus for the instructors teaching general education courses at the Crossett and McGehee campuses. The Vice Chancellors will help with the day-to-day details. The Deans should make visits to the COT campuses and complete the faculty evaluations with input from the Vice Chancellors.
7. Items Approved By Executive Council Via Email:
- a. Approval to delete Operating Procedure 440.1 Compensation for Teaching CIV Distance Education Classes. 2/23/17
 - b. Approval of changes to Operating Procedure 440.2 Compensation for Teaching Online Classes. 2/23/17