

Executive Council Minutes

February 3, 2020

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

1. Meeting to Review the New Website – SSC 102

A final review of the new website was held with Executive Council, Deans, and representatives in Athletics, Student Engagement, etc. It was noted that last year, the UAM website had about one million hits. The new website will have approximately 250 pages, whereas the current website has around 500, with over 5000 PDF's. Most of those documents will be moved to Blackboard, since they are for more internal usage. Recommendations on a few changes were given.

2. Summer Hours

A survey was sent to employees who work a regular 12-month, 40-hour per week schedule. Out of 266 surveys sent, 201 responded, with the following results:

80 % (191) voted to work a 4-day, 10-hour per week schedule

20 % (40) voted to work a 4 ½ day schedule

Executive Council approved the 4-day, 10-hour per week schedule. An email will be sent to the campus with more details.

3. Operating Procedures – 300 Series

Executive Council members reviewed operating procedures in the 300 series. Minor changes such as grammatical errors, formatting, position titles, link errors, etc., will be made to the following policies: 301.1, 305.1, 310.1, 330.1, 340.3, 340.4, 345.3, 350.1, 360.1, 360.4, and 370.1.

Work teams will review and propose revisions to the following policies: 315.1, 335.1.

4. Hornaday Outstanding Faculty Award

The policy for the Hornaday Outstanding Faculty Award was discussed, specifically the criteria for the award, and the nomination/selection committees. A work team will be formed to review the policy before next year.

5. Enrollment

There are currently 2615 students enrolled: 1970 undergraduate, 331 graduate, and 314 freshmen. A campus release will be sent internally.

6. Budget

Vice Chancellors will discuss reductions in the current budget with their budget managers.